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ILLINOIS DEPARTMENT OF

CENTRAL MANAGEMENT SERVICES

DEPOSITORY

Pay Plan

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UNIVERSITY OF ILLINOIS AT URBANA-CHAMPAIGN

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Effective January 1, 1993

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TITLE 80: PUBLIC OFFICIALS AND EMPLOYEES SUBTITLE B: PERSONNEL RULES, PAY PLANS, AND POSITION CLASSIFICATIONS

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amendment at 13 Ill. Reg. 8080, effective May 10, 1989; amended at 13
Ill. Reg. 8849, effective May 30, 1989; peremptory amendment at 13 Ill. Reg. 8970, effective May 26, 1989; emergency amendment at 13 Ill. Reg.
10967, effective June 20, 1989, for a maximum of 150 days; emergency amendment expired on November 17, 1989; amended at 13 Ill. Reg. 11451,
effective June 28, 1989; emergency amendment at 13 Ill. Reg. 11854,
effective July 1, 1989, for a maximum of 150 days; corrected at 13 Ill.
Reg. 12647; peremptory amendment at 13 Ill. Reg. 12887, effective July
24, 1989; amended at 13 Ill. Reg. 16950, effective October 20, 1989;
amended at 13 Ill. Reg. 19221, effective December 12, 1989; amended at 14
Ill. Reg. 615, effective January 2, 1990; peremptory amendment at 14 Ill.
Reg. 1627, effective January 11, 1990; amended at 14 Ill. Reg. 4455,
effective March 12, 1990; peremptory amendment at 14 Ill. Reg. 7652,
effective May 7, 1990; amended at 14 Ill. Reg. 10002, effective June 11,
1990; emergency amendment at 14 Ill. Reg. 11330, effective June 29, 1990,
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August 24, 1990; emergency amendment at 14 Ill. Reg. 15570, effective
September 11, 1990, for a maximum of 150 days; emergency amendment
expired on February 8, 1991; corrected at 14 Ill. Reg. 16092; peremptory
amendment at 14 Ill. Req. 17098, effective September 26, 1990; amended at
14 Ill. Reg. 17189, effective October 2, 1990; amended at 14 Ill. Reg.
17189, effective October 19, 1990; amended at 14 Ill. Reg. 18719.
effective November 13, 1990; peremptory amendment at 14 Ill. Reg. 18854,
effective November 13, 1990; peremptory amendment at 15 Ill. Reg. 663,
effective January 7, 1991; amended at 15 Ill. Reg. 3296, effective
February 14, 1991; amended at 15 Ill. Reg. 4401, effective March 11,
1991; peremptory amendment at 15 Ill. Reg. 5100, effective March 20,
1991; peremptory amendment at 15 Ill. Reg. 5465, effective April 2, 1991,
1991; emergency amendment at 15 Ill. Reg. 10485, effective July 1, 1991,
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19, 1991; amended at 15 Ill. Reg. 13080, effective August 21, 1991;
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peremptory amendment at 16 Ill. Reg. 5068, effective March 11, 1992;
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maximum of 150 days; amended at 16 Ill. Reg. 8382, effective May 26,
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1992, for a maximum of 150 days; emergency amendment at 16 Ill. Reg.
14452, effective September 4, 1992, for a maximum of 150 days; amended at
17 Ill. Reg. 238, effective December 23, 1992; peremptory amendment at 17
Ill. Reg. 498, effective December 18, 1992.
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SUBPART A: NARRATIVE

Section 310.20 Policy and Responsibilities

- a) It is the policy of the State of Illinois to provide fair and reasonable compensation to employees for service rendered.
- b) The policy and procedures expressed herein are controlling in matters of employee pay administration. It shall be the responsibility of each agency head:
 - 1) To submit promptly all proper and required personnel actions with justifications or other notices of changes affecting employee pay or pay status.
 - 2) To cause, within his/her agency, full compliance with all the provisions of this Part.

Section 310.30 Jurisdiction

All positions of employment in the service of the State of Illinois shall be subject to the provisions of this Part unless specifically excluded now, or hereafter, under Section 4(c) (General Exemptions) or Section 4(d) (Partial Exemptions) of the Personnel Code (Ill. Rev. Stat. 1991, ch. 127, par. 63(b)101 et seq.) or other pertinent legislation. Those positions to which jurisdiction of the Personnel Code has been or may be later extended shall also be subject to the provisions of this Part.

Section 310.40 Pay Schedules

The attached Schedule of Salary Grades (Appendix B), Schedule of Rules (Subpart B), Physician Administrator and Medical Facilities Administrator Rates (Appendix C) and the Merit Compensation System (Subpart C) are hereby made a part of this Part. Each employee subject to this Part, except those whose rates of pay is determined under the Schedule of Rates (Subpart B) or the Merit Compensation System (Subpart C) of this Part, or Section 8(a) of the Personnel Code (III. Rev. Stat. 1991, ch. 127, par. 63(b)101 et seq.), shall be paid at a step in the appropriate salary grade in the Schedule of Salary Grades (Appendix B) for the class of position in which he/she is employed.

Section 310.50 Definitions

The following are definitions of certain terms and are for purposes of clarification as they affect the Schedule of Salary Grades (Appendix B) and Schedule of Rates (Subpart B), only. Subpart C of this Part contains the administrative features of the Merit Compensation System.

"Adjustment in Salary" -- A change in salary rate occasioned by a previously committed error or oversight, or required in the best interest of the State as defined in Subpart A, Sections 310.80 and 310.90, of this Part.

'Base Salary' -- A dollar amount of pay specifically designated in the Schedule of Salary Grades (Appendix B) or Schedule of Rates (Subpart B). Base salary does not include overtime pay or shift differential pay or deductions for time not worked.

"Comparable Classes" -- Two or more classes that are in the same salary grade.

"Creditable Service" -- All service in full or regularly scheduled part-time pay status beginning with the date of initial employment or the effective date of the last salary increase which was at least equivalent to a full step. A new creditable service date will follow an increase of a step or more except for the following actions:

Superior performance increase.

A reevaluation resulting in a salary increase less than a step in the former salary grade.

Reallocation resulting in a salary increase less than a step increase in the former salary grade.

Adjustments as provided for in Section 310.80(f) of this Part, 'which are approved to correct errors or oversights." (A new creditable service date will follow Section 310.80(f) adjustments in the best interest of the agency, unless the Director of Central Management Services determines such changes to be inequitable.)

"Demotion" -- The assignment for cause of an employee to a vacant position in a class in a lower salary grade than the former class.

"Differential" -- The additional compensation added to the base salary of an employee resulting from conditions of employment imposed on him/her during normal schedule of work.

"Entrance Salary" -- The initial base salary assigned to an employee on entering state service.

'Promotion'' -- The appointment of an employee, with the approval of the agency and the Department of Central Management Services, to a vacant position in a class in a higher salary grade than the former class.

"Reallocation" -- The change in the classification of an existing position resulting from significant changes in assigned duties and responsibilities.

'Reevaluation' -- The assignment of a different salary grade to a class based upon change in relation to other classes or to the labor market.

"Salary Range" -- The dollar value represented by Steps 1 through 7 of a grade assigned to a class title.

"Satisfactory Performance Increase" -- An upward revision in the base salary from one designated step to the next higher step in the salary grade for that class as a result of having served the required amount of time at the former rate with not less than a satisfactory level of competence. (Satisfactory level of competence shall mean work, the level of which in the opinion of the agency head, is above that typified by the marginal employee.)

"Superior Performance" -- Performance characterized by work results substantially above a satisfactory level.

"Transfer" -- The assignment of an employee to a vacant position having the same salary grade.

'Work Year' -- That period of time determined by the agency and filed with the Department of Central Management Services in accordance with 80 Ill. Adm. Code 303.300 of the Department of Central Management Services rules.

Section 310.60 Conversion of Base Salary to Pay Period Units

For purposes of converting a base salary to an amount applicable for one pay period, the following methods of computation shall apply:

- a) An annual base salary shall be divided by the number of pay periods in one assigned year.
- b) A monthly base salary shall be divided by two on a semi-monthly payment schedule or shall be multiplied by twelve and the result divided by the number of pay periods in a work year on a payment schedule other than semi-monthly.
- c) A weekly base salary shall be multiplied by 52 and the result divided by the number of pay periods in a work year.
- d) A daily base salary shall be multiplied by the number of days actually worked in a pay period.
- e) An hourly base salary shall be multiplied by the number of hours actually worked in a pay period.

Section 310.70 Conversion of Base Salary to Daily or Hourly Equivalents

For purposes of determining the hourly or daily equivalent of a base salary, the following methods of computation shall apply:

- a) Payment for Vacation and Overtime Credits -- A daily (hourly) equivalent shall be determined by converting the base salary to an annual salary and dividing the result by the number of days (hours) usually worked in a year, according to the agency's normal work schedule as filed with the Department of Central Management Services.
- b) Payment for Fractional Part of a Specific Pay Period -- In those instances in which an employee is to be compensated at a rate that represents a number of work days (hours) that is less than the actual number of work days (hours) in the pay period, the formula to be used is: monthly rate divided by two equals pay period rate; pay period rate divided by days (hours) scheduled equals daily (hourly) rate; daily (hourly) rate multiplied by days (hours) worked equals gross amount earned.
- c) Part-Time Work -- Part-time employees, whose base salary is other than an hourly or daily basis, shall be paid on a daily rate basis which will be computed from annual rates of salary and the total number of work days in the year.

Section 310.80 Increases in Pay

After the effective date of this Part, except as otherwise provided for in this Section, for employees occupying positions in classes that are paid in conformance with the Schedule of Salary Grades (Appendix B) specified herein, increases shall be granted as follows and will become effective the first day of the pay period following the date of approval:

- a) Satisfactory Performance Increase --
 - 1) Each employee who has not attained Step 7 of the relevant salary grade, and whose level of performance has been at a satisfactory level of competence, shall be successively advanced in pay to the next higher step in the salary grade after one year of creditable service in the same class.
 - 2) A satisfactory performance increase shall become effective on the first day of the month within which the required period of creditable service is reached.
 - 3) No satisfactory performance increase may be given after the effective date of separation.
- b) Withholding Satisfactory Performance Increase -- As an inducement toward attainment of satisfactory level of competence, satisfactory performance increases may be withheld from the employee who has not achieved a satisfactory level of performance. Such action must be supported by:

(Section 310.80)

- 1) A performance record showing less than satisfactory performance. This must be prepared by the appropriate supervisor, discussed with the employee and approved by the agency head prior to the date the increase would otherwise become effective. The performance record will not be invalidated by refusal of an employee to sign. In such cases, an explanatory comment shall be made on the record by the supervisor. This record will be preserved by the agency.
- 2) Notice of withholding of satisfactory performance increases to the Department of Central Management Services -- It shall be reported upon completion of action required by (1) above, but not later than the submission of the payroll reflecting the denial of the increase.
- c) Redetermination -- A satisfactory performance increase previously withheld shall be granted when the cause for withholding has been eliminated. Redetermination must be made at least annually. In such cases the increases will be effective the first day of the month following date of approval and will be preceded by the preparation and filing of a Performance Record within the agency indicating the attainment of satisfactory level of competence.
- d) Superior Performance Increase --
 - 1) The head of an agency may grant a superior performance increase to an employee who characteristically carries out his/her work activities in such a way that the results are substantially above a satisfactory level of performance.
 - 2) An employee shall be eligible for a superior performance increase after six months continuous service. A minimum of 18 months must elapse between superior performance increases. A superior performance increase shall be for one step in the relevant salary grade.
 - 3) A superior performance increase does not affect the creditable service anniversary date. A performance record supporting a superior performance increase award shall be retained by each agency head, and shall be available to the Director of Central Management Services upon request.
 - 4) During the fiscal year, the number of superior performance increases in an agency should not exceed one out of five employees.
- e) Other Pay Increases ---

- 1) Promotion and Reallocation -- Normally upon promotion or reallocation an employee shall be advanced to the lowest step in the new grade which represents at least a full step increase in the former grade. An equivalent of a full step for those employees on Step 7 shall be determined by the value difference between Steps 6 and 7 of the former pay grade. Any deviation requires prior written approval of the Director of Central Management Services. In determining the appropriateness of a request for a special salary treatment by an employing agency, the Director of Central Management Services will consider whether the need for the special salary treatment is substantial, whether the action is consistent with the treatment of other similar situations, and whether the action is equitable in view of the particular circumstances prompting the request.
- 2) Reevaluation -- If a higher salary grade is assigned to a class, the employee occupying the position in the class shall be advanced to the lowest step in the new grade which represents an increase in pay. If an employee becomes eligible for a satisfactory performance increase as a result of the reevaluation, a one-step increase will be granted immediately.
- 3) Separation & Subsequent Appointment -- Upon separation from a position of a given class and appointment within four calendar days to a position in a higher salary grade, an increase shall be given under the conditions and requirements applicable to promotions.
- f) Adjustment -- An employee may receive an upward adjustment in his/her base salary for the purpose of correcting a previous error, oversight or when the best interest of the agency and the State of Illinois will be served. Adjustment must have the prior approval of the Director of Central Management Services. In determining the appropriateness of a request for a salary adjustment by an employing agency, the Director of Central Management Services will consider whether the need for the adjustment is substantial, whether the action is consistent with the treatment of other similar situations, and whether the action is equitable in view of the particular circumstances prompting the request.

Section 310.90 Decreases in Pay

Employees other than those whose base salaries are determined by the Schedule of Rates (Subpart B) shall have their salaries reduced only as specified below and shall become effective the first day of the pay period following date of approval:

(Section 310.90)

- a) Demotion for Cause to a Lower Class -- Upon demotion, the employee's base salary will be reduced to Step 7 of the salary grade for the lower class if the current base salary is in excess thereof, or to the step in the lower salary grade which provides the salary nearest in amount, but less than, the current base salary, except that an employee demoted during a probationary period following promotion will have his/her salary reduced to the step in the lower salary grade which represents the salary had the employee not been promoted, and his/her previous creditable service date will be restored.
- b) Position Reallocated to a Lower Class -- The employee's base salary will be reduced to Step 7 of the lower salary grade, if in excess thereof, or to the step in the lower salary grade nearest in amount to, but in no case more than, the current base salary. However, as provided in Section 8(a) of the Personnel Code, the pay for an employee whose position is reallocated because of loss of duties and responsibilities after his/her appointment to such position, shall not be required to be lowered to an exact step for a period of one year. Where the base salary is identical to an exact step in the lower range, he/she shall be placed on this step with no further reduction required. An employee's creditable service date will not be affected.
- c) Voluntary Reduction to a Lower Class -- Upon the voluntary reduction of an employee to a vacant position in a class having a lower salary grade than the class from which the reduction was made, the employee's base salary will be reduced to Step 7 of the lower salary grade if in excess thereof, or to the step in the lower salary grade which provides the base salary nearest in amount, but less than, the current base salary, except that an employee who voluntarily requests a reduction to a lower class during a probationary period following promotion will have his/her salary reduced to the step in the salary grade which represents the salary had the employee not been promoted, and his/her previous creditable service date will be restored.
- d) Assignment of a Lower Salary Grade to a Class -- Upon assignment, an employee's base salary will be that step in the new salary grade nearest to, but not greater in amount than, that step being vacated in the former salary grade.
- e) Adjustment -- An employee may receive a downward adjustment in his/her base salary for the purpose of correcting a previous error or oversight or when the best interest of the agency and the State of Illinois will be served. Adjustments must have the prior approval of the Director of Central Management Services in writing. In determining the appropriateness of a request for a salary adjustment by an employing agency, the Director of Central Management Services will consider whether the need for the adjustment is substantial, whether the action is consistent with the treatment of other similar situations, and whether the action is equitable in view of the particular circumstances prompting the request.

Section 310.100 Other Pay Provisions

- a) Transfer -- Upon the assignment of an employee to a vacant position in a class with the same salary grade as the class for the position being vacated, the employee's base salary will not be changed. Upon separation from a position of a given class and subsequent appointment to a position in the same salary grade, no increase in salary will be given.
- b) Entrance Salary -- Normally upon original entry to state service, an employee's base salary will be at Step 1 of the salary grade.
 - 1) Qualifications above Minimum Requirements --
 - A) If a candidate possesses directly related training and experience in excess of the minimum requirements of the class specification, the entrance salary may be up to Step 3 as determined by the employing agency. The salary offered should not provide more than a 10% increase over the candidate's current salary.
 - B) Such qualifications above the minimum requirements must possess documented support for higher than the Step 1 entrance salary. An entrance salary higher than Step 3 must have prior approval from the Director of Central Management Services.
 - 2) Area Differential -- For positions where additional compensation is required because of dissimilar economic or other conditions in the geographical area in which such positions are established, a higher entrance step may be authorized by the Director of Central Management Services. Present employees receiving less than the new rate shall be advanced to the new rate.
 - 3) Upon the geographical transfer from or to an area for which additional compensation has been authorized, an employee will receive an adjustment to the appropriate salary level for the new geographical area of assignment effective the first day of the month following date of approval.
- c) Differential and Overtime Pay -- An eligible employee may have an amount added to his/her base salary for a given pay period for work performed which is in excess of the normal requirements for the position and work schedule, as follows:
 - 1) Shift Differential Pay -- An employee may be paid an amount in addition to his/her base salary for work performed on a regularly scheduled second or third shift. The additional compensation will be at a rate and in a manner approved by the Department of Central Management Services. The Director of Central Management Services will approve the manner and rate of this provision after considering the need of the employing agency, the treatment of other similar situations, prevailing practices of other employers, and the equity of the particular circumstances.

2) Overtime Pay --

- The Director of Central Management Services will maintain a list of titles whose incumbents are eligible for overtime at a time and one-half rate for all hours actually worked in excess of the normal work schedule in any given work week. Overtime shall be paid in cash only unless an employee requests compensatory time off at the time and one-half rate. Such request shall be considered and granted or denied by the agency in light of their operating needs. The employee shall make his/her choice known to the agency not later than the end of the work week in which the overtime was earned. If such compensatory time request is granted it shall be taken within the fiscal year it was earned at a time convenient to the employee and consistent with the operating needs of the agency. Accrued compensatory time not used by the end of the fiscal year in which it was earned shall be liquidated and paid in cash at the rate it was earned.
- B) A list will also be maintained by the Director of Central Management Services of titles whose incumbents are eligible for straight-time overtime. Employees in these classes of positions who are assigned and perform work in excess of the normal work schedule as established by the agency shall be compensated at a straight-time rate on either a cash or compensatory time-off basis, as determined by the agency in light of their operating needs, for all hours worked in excess of a normal work week. Overtime in less than one-half hour increments per day shall not be accrued. If compensatory time is not liquidated within the fiscal year during which it is accrued, it must be liquidated at the end of the fiscal year in cash at the employee's rate of pay in effect at the time of liquidation.
- 3) Incentive Pay -- An employee may be paid an amount in addition to his/her base salary for work performed in excess of the normal work standard as determined by agency management. The additional compensation shall be at a wage rate and in a manner approved by the Director of the Department of Central Management Services. The Director of Central Management Services will approve the manner and rate of this provision after considering the need of the employing agency, the treatment of other similar situations, prevailing practices of other employers, and the equity of the particular circumstances.
- 4) Extra Duty Pay -- An employee may be paid an amount in addition to his/her base salary for service in addition to the regular work schedule on a special work assignment.

 Additional compensation will be at a rate and in a manner

approved by the Director of the Department of Central Management Services. The Director of Central Management Services will approve the manner and rate of this provision after considering the need of the employing agency, the treatment of other similar situations, prevailing practices of other employers, and the equity of the particular circumstances.

- d) Part-Time Work -- Part-time employees whose base salary is other than an hourly or daily basis shall be paid on a daily basis which will be computed from annual rates of salary and the total number of work days in the year.
- e) Out-of-State Assignment -- Employees who are assigned to work out-of-state on a temporary basis may receive an appropriate differential during the period of the assignment, as approved by the Director of Central Management Services. The Director of Central Management Services will approve the manner and rate of this provision after considering the need of the employing agency, the treatment of other similar situations, prevailing practices of other employers, and the equity of the particular circumstances.
- f) Lump Sum Payment -- Shall be provided for accrued vacation and overtime at the current base rate to those employees separated from employment under the Personnel Code. Leaves of absence and temporary lay-off (Rule 302.510) are not separations and therefore lump sum cannot be given in these transactions. Method of computation is explained in Section 310.70(a) of this Part.

AGENCY NOTE -- The method to be used in computing lump sum payment for accrued vacation and overtime payment for an incumbent entitled to shift differential during his/her regular work hours will be to use his/her current base salary plus the shift differential pay.

- g) Salary Treatment Upon Return From Leave -- An employee returning from Military Leave, Peace Corps Leave, Vista Leave, Service-Connected Disability Leave, Leave to accept a Temporary, Emergency, Provisional, Exempt or Trainee position, or Educational Leave will be placed on the step which reflects satisfactory performance increases to which he/she would have been entitled during his/her period of leave. Creditable service date will be maintained. An employee returning to his/her former salary grade from any other leave of over fourteen days will be placed at the step on which he/she was situated prior to his/her leave, and his/her creditable service date will be extended by the duration of the leave.
- h) Salary Treatment Upon Reemployment --

- 1) Upon the reemployment of an employee in a class with the same salary grade as the class for the position held before layoff, the employee will be placed at the same salary step as held at the time of the layoff, and his/her creditable service date will be adjusted to reflect that time on layoff does not count as creditable service time.
- 2) Upon the reemployment of an employee in a class at a lower salary range than the range of the class for the position held before layoff, the employee will be placed at the step in the lower salary grade which provides the base salary nearest in amount to, but less than, the current value of the step held at the time of layoff, and his/her creditable service date will be adjusted to reflect that time on layoff does not count as creditable service time.
- i) Reinstatement -- The salary upon reinstatement of an employee will be as determined by the employing agency and approved by the Director of Central Management Services. This salary should not provide more than a 10% increase over the candidate's current salary or exceed the current value of the salary step held in the position where previously certified. In no event is the resulting salary to be lower than the minimum rate or higher than the maximum rate of the salary range.
- j) Extended Service Payment -- Effective January 1, 1992, the Step 7 rate shall be increased by \$25.00 per month, for those employees who have attained fifteen (15) years of service and have three (3) years of creditable service on Step 7 in the same pay grade.
- k) Bi-Lingual Pay --
 - 1) Effective January 1, 1992, individual positions whose job descriptions require the use of sign language or which requires the use of a second language, shall receive an additional \$25.00 per month in addition to the employee's base rate.
 - 2) Effective January 1, 1993, individual positions whose job descriptions require the use of sign language or which requires the use of a second language, shall receive \$50.00 per month in addition to the employee's base rate.
 - 3) Effective January 1, 1994, individual positions whose job descriptions require the use of sign language or which requires the use of a second language, shall receive \$75.00 per month in addition to the employee's base rate.

Section 310.110 Implementation of Pay Plan Changes for Fiscal Year 1993

- a) The rates of pay for all employees occupying positions subject to the Schedule of Salary Grades shall be as set out in Appendix B, Schedule of Salary Grades -- Monthly and Annual Rates of Pay for Fiscal Year 1993.
- b) Any employee who received a salary payment for part of Fiscal Year 1993 that did not reflect the rates in Section 310. Appendix B for Fiscal Year 1993, shall receive a lump sum payment equal to the difference between what was initially paid and what is appropriate per that provision.

Section 310.120 Interpretation and Application of Pay Plan

The Director of Central Management Services shall determine the proper interpretation and application of each provision of the Plan. The decision of the Director as to the proper interpretation or application of any such provision shall be final and binding upon all agencies and employees affected thereby, and all agencies and employees shall comply with the Director's decision, in the absence of a written opinion of the Attorney General or a written directive of the Civil Service Commission or a court order declaring the Director's decision to be unlawful.

Section 310.130 Effective Date

The effective date of this Pay Plan Narrative (Subpart A), Schedule of Rates (Subpart B), and Schedule of Salary Grades (Appendix B), shall be July 1, 1992.

Section 310.140 Reinstitution of Within Grade Salary Increases

- a) This Pay Plan is hereby modified as required by Section 310.440, to allow for reinstituting within grade salary increases specified in various Sections of this Pay Plan.
- b) Employees who because of the block provision in Section 310.440 did not receive increases between July 1, 1983, and the date of implementation of this Section 310.140 that they normally would have been entitled to shall be given a lump sum payment equal to the difference between what was initially paid and what is specified by the provisions of this Section. The Creditable Service date will be established to reflect that the increase was granted as scheduled prior to the block by Section 310.440.

SUBPART B: SCHEDULE OF RATES

Section 310.205 Introduction

An employee occupying a position for which the rate of pay is determined by one of the methods enumerated in this Subpart shall be paid a wage as specified.

Section 310.210 Prevailing Rate

The rate of pay for each class and locality certified as being correct by the Director of Labor and approved by the Director of Central Management Services; or, as established under "An Act regulating wages of laborers, mechanics, and other workmen employed in any public work by the state, county, or city or any public body or any political subdivision or by anyone under contract for public works", approved June 26, 1941, as amended (III. Rev. Stat. 1981, ch. 48, par. 39(s)-1). The following are prevailing rate classes:

Baker Barber Beautician Brickmason Carpenter Carpenter Foreman Cement Finisher Electrician Highway Construction Equipment Operator Laborer Laborer (Building) Machinist Maintenance Worker (Power Plant) Motion Picture Operator

Painter Plasterer Plumber Roofer Sewage Plant Operator Sign Hanger Sign Hanger Foreman Sign Painter Sign Painter Helper Stationary Engineer Stationary Fireman Steamfitter Teacher of Barbering Teacher of Beauty Culture Tinsmith Trades Tender

Water Plant Operator

Section 310.220 Negotiated Rate

a) The rate of pay for a class in any specific area, agency, or in a specific area for an agency as established and approved by the Director of Central Management Services after having conducted negotiations for this purpose; or, as certified as being correct and reported to the Director of Central Management Services for specified operating and maintenance employees in the State of Illinois Building, Chicago, and by the Director of Labor for designated classifications in the City of Chicago.

- b) An employee occupying a position in a class normally subject to contract, but whose position is excluded from the bargaining unit, shall receive the contract rate and other compensation items specified by the contract, unless another specific provision has been established by the Director of Central Management Services.
- c) As provided in certain collective bargaining agreements, an employee may be paid at an appropriate higher rate when assigned to perform the duties of a higher level position. Eligibility for this pay and the amount thereof will be as provided in the contract.
- d) The negotiated rates of pay for classifications in specified operating agencies shall be as indicated in Appendix A of this Part.

Section 310.230 Part-Time Daily or Hourly Special Services Rate

The rate of pay as approved by the Director of Central Management Services for persons employed on a consultative or part-time basis requiring irregular hours of work shall be as listed below, except the total compensation of an employee in any given month shall not exceed the monthly rate of Step 5 of the salary grade for the title as shown in the Schedule of Salary Grades (Appendix B) of this part if the class title is subject to the Schedule of Salary Grades, or Step 5 of the negotiated salary range for classes of positions shown in Section 310.220, Subpart B, Schedule of Rates, or 75% of the maximum rate of those classes of positions subject to the provisions of the Merit Compensation System, Subpart C of this Pay Plan.

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Account Technician II
                                     $11.00 to $14.08 (hourly)
                                     $83 to $106 (daily)
Apiary Inspector
                                     $32 to $50 (daily)
                                    $4.25 to $6.00 (hourly)
Building/Grounds Laborer
Building/Grounds Lead I
                                    $4.25 to $7.00 (hourly)
                                     $5.25 to $8.00 (hourly)
Building/Grounds Lead II
Building/Grounds Maintenance Worker $5.00 to $6.00 (hourly)
Chaplain I
                                     $32 to $70 (daily)
Chemist I
                                     $32 to $45 (daily)
Conservation/Historic Preservation $4.50 (hourly)
  Worker
Conservation/Historic Preservation $4.64 (hourly)
  Worker (2nd season -- site interpretation)
Conservation/Historic Preservation $4.78 (hourly)
  Worker (3rd season -- site interpretation)
Dentist I
                                     $70 to $150 (daily)
Dentist II
                                     $100 to $185 (daily)
                                     $32 to $60 (daily)
Educator
Educator Aide
                                     $32 to $35 (daily)
Guard II
                                     $67 to $84 (daily)
                                     $75 to $96 (daily)
Guard III
Hearing and Speech Coordinator
                                     $15 to $30 (hourly)
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\$75 to \$200 (daily) Hearings Referee \$4.73 to \$5.30 (hourly) Janitor I \$5.00 to \$6.00 (hourly) Labor Maintenance Lead Worker \$35 to \$70 (daily) Labor Relations Investigator \$4.25 to \$5.50 (hourly) Laborer (Maintenance) Maintenance Worker \$4.25 to \$5.00 (hourly) Occupational Therapist Program \$40 to \$160 (daily) Coordinator Office Aide \$4.25 to \$9.34 (hourly) \$42 to \$70 (daily) Office Assistant \$4.25 to \$10.78 (hourly) \$42 to \$81 (daily) Office Associate \$4.25 to \$11.71 (hourly) **\$42** to **\$88** (daily) \$4.25 to \$10.01 (hourly) Office Clerk \$61 to \$75 (daily) \$15 to \$35 (hourly) Optometrist \$50 to \$160 (daily) Physician \$100 to \$300 (daily) \$20 to \$60 (hourly) Physician Specialist (A) \$100 to \$325 (daily) \$20 to \$70 (hourly) Physician Specialist (B) \$100 to 350 (daily) Physician Specialist (C) \$20 to \$75 (hourly) \$100 to \$360 (daily) Physician Specialist (D) \$20 to \$85 (hourly) \$100 to \$370 (daily) **Podiatrist** \$50 to \$125 (daily) \$35 to \$80 (daily) Psychologist I \$40 to \$125 (daily) Psychologist II \$40 to \$150 (daily) Psychologist III Recreation Worker I \$5.33 (hourly) \$32 to \$40 (daily) \$39 to \$54 (daily) Registered Nurse I Registered Nurse I (2nd or **\$41** to **\$56** (daily) 3rd shift) Registered Nurse I (Cook County) \$43 to \$58 (daily) \$44 to \$59 (daily) Registered Nurse I (Cook County - 2nd or 3rd shift) Registered Nurse II **\$43** to **\$58** (daily) Registered Nurse II (2nd or \$44 to \$59 (daily) 3rd shift) Registered Nurse II (Cook County) **\$45** to **\$60** (daily) Registered Nurse II \$47 to \$62 (daily) (Cook County - 2nd or 3rd shift) Social Worker II \$35 to \$75 (daily) Social Worker III \$35 to \$80 (daily) Student Worker \$4.25 to \$8.00 (hourly) Tax Examiner \$9.69 to \$12.21 (hourly) \$73 to \$92 (daily) \$32 to \$35 (hourly) Technical Advisor II Technical Advisor III \$32 to \$60 (hourly) Technical Advisor IV \$50 to \$80 (hourly)

\$95 to **\$130** (daily)

Veterinarian II

Section 310.240 Hourly Rate

Rates of pay for employees whose work is of an irregular nature and whose compensation is based on an hourly rate shall be computed as follows:

For classes having salary ranges consisting of 7 steps --

Conversion of the applicable salary step to an annual amount and dividing the result by the number of working hours in a year according to the normal work schedule of that class for the agency.

Section 310.250 Member, Patient and Inmate Rate

The rates of pay for all members, patients and immates shall be as decided by the head of the operating agency in accordance with the agency's administrative policy and reported to the Director of the Department of Central Management Services.

Section 310.260 Trainee Rate

Rates of pay for employees working in Trainee classes or in other classes pursuant to a Trainee Program shall conform to those set forth in the applicable Trainee Program or to salary grades approved for such training classes. Trainee rates will normally be less than the entrance rate for the class for which training is being conducted unless otherwise approved by the Director of Central Management Services.

Section 310.270 Legislated and Contracted Rate

The rate of pay for employees occupying positions which require payment in accordance with specified rates set forth in legislation or by contract. The positions and rates of pay in this section are as follows:

Annual Salary
Effective Fiscal Year 1993
\$64,008

Arbitrator

When an Arbitrator is serving as an acting Commissioner of the Illinois Industrial Commission, the appropriate rate will be the same as the rate set for a Commissioner.

Section 310.280 Designated Rate

The rate of pay for a specific position or class of positions where it is deemed desirable to exclude such from the other requirements of this Pay Plan shall be only as designated by the Governor.

Banks and Trust Commission	
Technical Advisor IV (Pos. No. 45254-50-92-300-00-01)	Annual Salary 50,000
Technical Advisor V (Pos. No. 45255-50-92-400-00-01)	75,000
Department of Central Management Services	Ammuel Celem
Executive Press Photographer (Pos. No. 14000-37-05-000-00-36)	Annual Salary 31,896
Information System Spec II (Pos. No. 21212-37-10-000-09-08)	53,172
Department of Commerce & Community Affairs	A 1
Commerce & Community Affairs Program Executive (Pos. No. 08400-42-25-000-00-01)	Annual Salary 71,000
Commerce & Community Affairs Program Executive (Pos. No. 08400-42-30-000-00-01)	70,680
Commerce & Community Affairs Program Executive (Pos. No. 08400-42-40-000-00-01)	71,184
Executive IV (Pos. No. 13854-42-35-110-00-01)	62,000
Executive IV (Pos. No. 13854-42-25-200-00-01)	61,440
Executive IV (Pos. No. 13854-42-35-420-00-01)	62,000
Executive V (Pos. No. 13855-42-40-500-00-01)	66,612
Department of Conservation	Ammial Calami
Administrative Assistant IV (Pos. No. 00504-12-00-000-40-02)	Annual Salary 60,000
Executive III (Pos. No. 13853-12-31-600-00-01)	54,024
Executive V (Pos. No. 13855-12-33-000-00-01)	67,200
Department of Employment Security	. 101
Administrative Assistant IV (Pos. No. 00504-44-00-000-20-01)	Annual Salary 60,000

Health Care Cost Containment Council	Annual Salary
Executive V (Pos. No. 13855-50-72-000-00-01)	64,644
Illinois Arts Council	Annual Calamu
Executive Director of the Ill. Arts Council (Pos. No. 13868-50-90-000-00-01)	Annual Salary 65,000
Illinois Lottery	Annual Calamy
Administrative Assistant IV (Pos. No. 00504-45-40-200-00-01)	Annual Salary 61,000
Department of Insurance	A
Deputy Director (Pos. No. 12200-14-00-000-00-01)	Annual Salary 72,600
Insurance Program Executive (Pos. No. 21676-14-30-000-00-01)	77,760
Department of Mental Health and Developmental Dis	
Executive IV (Pos. No. 13854-22-15-200-20-01)	Annual Salary 60,504
Pharmacy Services Manager (Pos. No. 32015-22-59-914-10-01)	45,000
Physician Administrator II (Pos. No. 32212-22-15-600-00-01)	90,000
Department of Public Aid	
Executive IV (Pos. No. 13854-33-47-100-00-51)	Annual Salary 61,680
Department of Revenue	Annual Salary
Administrative Assistant IV (Pos. No. 00504-25-00-100-00-01)	62,000
Department of State Police	1.6.1
Deputy Director (Pos. No. 12200-21-00-000-00-01)	Annual Salary 62,769
Executive V (Pos. No. 13855-21-00-000-40-01)	55,615
State Police Program Executive (Pos. No. 42250-21-10-000-00-01)	69,586
Technical Advisor IV (Pos. No. 45254-21-00-220-10-01)	76,000

Section 310.290 Out-of-State or Foreign Service Rate

The rate of pay for employees occupying positions which require payment in accordance with the economic conditions and social legislation of another state or foreign country. An adjustment may be made to the salary of an employee stationed in a foreign country to compensate for a change in the currency exchange rate. The Director of the Department of Central Management Services will, before approving an adjustment, consider the need of the employing agency, the treatment of other similar situations, prevailing practices of other employers, and the equity of the particular circumstances.

	Range
<u>Title</u> <u>Effectiv</u>	e Fiscal Year 1993
Foreign Service Economic Development Executive I	2739 - 4743
Foreign Service Economic Development Executive II	3552 - 6238
Foreign Service Economic Development Representative	2359 - 3945
Office Administrator IV (States Other Than California and New Jersey) (CA, NJ)	1895 - 2969 2142 - 33 57
Office Assistant (Foreign Service)	1638 - 2022
Office Associate (States Other Than California and New Jersey) (CA, NJ)	1751 - 2197 1980 - 2483
Office Coordinator (States Other Than California and New Jersey) (CA, NJ)	1818 - 2291 2055 - 2590
Revenue Audit Supervisor (States Other Than California and New Jersey) (CA, NJ)	3117 - 5497 3523 - 6214
Revenue Auditor I (States Other Than California and New Jersey) (CA, NJ)	2477 - 3240 2801 - 3664
Revenue Auditor II (States Other Than California and New Jersey) (CA, NJ)	2739 - 3603 3097 - 4073
Revenue Auditor III (States Other Than California and New Jersey) (CA, NJ)	3051 - 4050 3449 - 4579

Revenue Auditor Trainee (States Other Than California and New Jersey) (CA, NJ)	2064 - 2642 2334 - 2986
Revenue Assistant Audit Field Manager (States Other Than California and New Jersey) (CA, NJ)	3309 - 5881 3741 - 6648
Revenue Field Audit Manager (NJ)	3993 - 7112
Tax Examiner (States Other Than California and New Jersey) (CA, NJ)	1818 - 2291 2055 - 2590
Tax Examiner Trainee (States Other Than California and New Jersey) (CA, NJ)	1638 - 2022 1851 - 2285

Section 310.300 Educator Schedule for RC-063 and HR-010

The rates of pay for employees occupying or appointed to an Educator position shall be as determined in the following paragraphs of this Section and as shown in Appendix A, Table Y and Table T, of this Part.

- a) Selection of the appropriate salary schedule shall be based on the institutional school year.
- b) Selection of the appropriate salary lane will be based on application of subsection (a) above, and the level of academic status attained by the incumbent that relates to the educational programs of the employing agency. All hours beyond bachelor's level must be approved by the agency as applicable to their programs.
- c) All provisions of Subpart A of this Part, with the exception of Section 310.100, shall apply to incumbents of the Educator Positions.
- d) Upon furnishing evidence of the satisfactory completion of required course work, the employee shall be advanced in pay to the same numbered step in the appropriate salary lane. Such increases in the rate of pay shall be effective on the first day of the pay period following approval.

Section 310.310 Physician Specialist Rate

Upon furnishing evidence of American Board Certification in accordance with the requirements provisions of the class specification for Physician Specialist, an incumbent shall advance from a step in the residency option to the same numbered step of the certification option of their speciality. Such increase in the rate of pay shall be effective on the first day of the pay period following the date of approval.

Section 310.320 Annual Compensation Ranges for Executive Director and Assistant Executive Director, State Board of Elections

As provided in P.A. 83-0941 and subject to Section 8a(2) of the Personnel Code (III. Rev. Stat. 1991, ch. 127, par. 63b108a(2)), the State Board of Elections shall determine the annual compensation of its Executive Director and Assistant Executive Director consistent with the following:

Executive Director

Annual Salary
Equivalent to Salary
Range MC 15 as set
forth in 310.Appendix D

Assistant Executive Director

Equivalent to Salary Range MC 13 as set forth in 310.Appendix D

Section 310.410 Jurisdiction

The Merit Compensation System shall apply to all classes of positions so designated in the ALPHABETIC INDEX OF POSITION TITLES.

Section 310.420 Objectives

The principal objectives of the Merit Compensation System are:

- a) To provide for recognition of and reward for differences in individual employee performance.
- b) To provide standard methods and procedures for establishing and applying rates of pay.
- c) To insure internal equity and consistency within and between departments and agencies at all locations of the state.
- d) To establish and maintain fair and competitive salary ranges consistent with the economic interests of the State of Illinois.

Section 310.430 Responsibilities

- a) It shall be the responsibility of each agency head:
 - 1) To cause, within the agency, full compliance with all provisions of the Merit Compensation System.
 - 2) To submit promptly all proper and required personnel actions with justifications or other notices of changes affecting employee pay or pay status.
- b) It shall be the responsibility of the Department of Central Management Services:
 - To develop procedures and techniques as required for the implementation and for the standardization of the application of the Merit Compensation System.
 - 2) To develop and maintain classification standards and salary range rankings for all positions subject to the System.
 - 3) To review and approve employees' rates of pay and personnel changes for compliance with established policy and procedures.

Section 310.440 Merit Compensation Salary Schedule

- a) The Merit Compensation Salary Schedule attached at the end of the Pay Plan as Appendix D is hereby made a part of the Merit Compensation System.
- b) The Salary Schedule shall consist of a series of salary ranges, each composed of a minimum, midpoint, maximum and merit pay zone.

Section 310.450 Procedures for Determining Annual Merit Increases

- a) An annual merit increase is an in-range salary adjustment for demonstrated performance.
- b) Eligibility for an annual merit increase shall be determined by the following conditions:
 - 1) Each employee will be eligible for a merit review after attaining 12 months creditable service. The employee's immediate supervisor shall prepare an Individual Development and Performance Evaluation form prior to the Performance Review Date, and discuss the results with the employee.

- 2) Should the Individual Development and Performance review result in the employee not being eligible for an annual merit increase due to provisions of Section 310.450(d), or should the employee's base rate be at the maximum rate of pay of the salary range assigned to the employee's position, the employee will not be eligible for an annual merit increase until 12 months of additional creditable service has been accrued.
- c) Based upon the results of the Individual Development and Performance Evaluation, the employees' immediate supervisor shall determine whether the employee's performance warrants or does not warrant an annual merit increase.
- d) The amount of an annual merit increase recommendation shall be determined by use of the Merit Increase Guidechart of Section 310.540 if the employee's Individual Development and Performance Evaluation has on the Performance Review Date been evaluated at a Category 3 or higher level. An employee whose Individual Development and Performance Evaluation has, on the Performance Review Date been evaluated at Category 4 or 5 shall not receive an increase in the present base salary. However, in no event is the resulting salary to be lower than the minimum or higher than the maximum rate of pay of the respective salary range assigned to the employee's position.
- e) The employee's immediate supervisor shall prepare a performance Certification and Salary Increase Recommendation form indicating whether or not the employee is eligible for an annual merit increase and the amount thereof.
- f) The employee's immediate supervisor shall forward the Individual Development and Performance Evaluation records and Performance Certification and Salary Increase Recommendation records to the agency head or a designated authority for review and approval.
- g) Annual merit increase in pay shall become effective the first day of the month in which the employee's Performance Review Date occurs.

Section 310.455 Intermittent Merit Increase

Until further amendment, Intermittent Merit Increases are suspended for Fiscal Year 1993.

a) An Intermittent Merit Increase may be proposed by a supervisor when one of the following conditions have been met: Outstanding performance of a substantial project; outstanding performance by a manager or supervisor that greatly improves operating efficiency; performance significantly beyond standards for a sustained period. The supervisor must document the circumstances justifying the merit increase.

- b) An Intermittent Merit Increase may be awarded in any whole dollar amount up to 5% of current base salary. An Intermittent Merit Increase may be awarded to an employee not more often then once in a six month period.
- c) The increase must have the prior approval of the agency Director and the Director of Central Management Services.

Section 310.456 Merit Zone

- a) The salary ranges shall be extended, as set forth in Appendix D of the Pay Plan to provide additional salary potential for employees near their normal maximum rates.
- b) Employees' salaries may be advanced into the Merit Zone only by an annual rating of "Superior" or by an Intermittent Merit Increase.

Section 310.460 Other Pay Increases

a) Promotion

Normally upon promotion an employee shall be advanced in salary by an amount equivalent to between 8 and 15 percent of the current base salary. In no event is the resulting salary to be lower than the minimum rate of the salary range to which the employee is being promoted or greater than the maximum of the new salary range. Upon promotion the employee shall receive a new creditable service date.

b) Reallocation

Upon reallocation, an employee shall be advanced in salary to a rate of pay that is the equivalent of 5 percent above the current base salary. However, in no event is the resulting salary to be lower than the minimum rate or higher than the maximum rate of the new salary range. A reallocation will not affect the creditable service date of the employee, unless an increase of 10% or greater is provided to move the employee to the minimum salary of the new title.

c) Reevaluation

If a higher salary range is assigned to a class, the employee occupying a position in the class normally shall be advanced the equivalent of 5 percent of the current base salary. However, in no event is the resulting salary to be lower than the minimum or higher than the maximum rate of the new salary range. The creditable service date of an employee will not be changed due to the reevaluation of the class the employee occupies, unless an increase of 10% or greater is provided to move the employee to the minimum salary of the new range.

d) Separation and Subsequent Appointment

Upon separation from a position of a given class and appointment within four calendar days to a position in a higher salary range, an increase shall be given under the conditions and requirements applicable to promotions, paragraph (a) above.

Section 310.470 Adjustment

An employee may receive an upward adjustment in base salary for the purpose of correcting a previous error or oversight or, when the best interests of the agency and the State of Illinois will be served. Such adjustments must have the prior approval of the Director of Central Management Services. In determining the appropriateness of a request for a salary adjustment by an employing agency, the Director of Central Management Services will consider whether the need for the adjustment is substantial, whether the action is consistent with the treatment of other similar situations, and whether the action is equitable in view of the particular circumstances prompting the request.

A salary adjustment greater than either 3% or \$150.00 will create a new creditable service date.

Section 310.480 Decreases in Pay

Employees subject to this Part shall have their salaries reduced only as specified below. Any reduction in salary shall become effective on the first day of the month following approval of the reduction.

- a) Demotion for Cause to a Lower Class -- If the employee's current base salary is within the lower salary range, it shall be retained without change, but shall be reduced to the maximum of the lower salary range if in excess thereof. An employee demoted during a probationary period following promotion will have the base salary reduced to the same salary the employee received before being promoted and the previous creditable service date will be restored.
- b) Position Reallocated to a Lower Class -- If the employee's current base salary is within the lower salary range, it shall be retained without change, but shall be reduced to the maximum of the lower salary range if in excess thereof. However, as provided in Section 8(a) of the Personnel Code, the pay of an employee whose position is reallocated because of duties and responsibilities after appointment to such position shall not be required to be lower to a salary within the range for a period of one year.

- c) Voluntary Reduction to a Lower Class -- If the employee's current base salary is within the lower salary range, it shall be retained without change, but shall be reduced to the maximum of the lower salary range if in excess thereof. However, an employee who voluntarily requests a reduction during a probationary period following a promotion will have the base salary reduced to the same salary in the lower salary range from which the employee was promoted and the previous creditable service date will be restored.
- d) Assignment of a Lower Salary Range to a Class -- If the employee's current base salary is within the lower salary range, it shall be retained without change, but shall be reduced to the maximum of the lower salary range if in excess thereof.
- e) Adjustment -- An employee may receive a downward adjustment in base salary for the purpose of correcting a previous error or oversight or when the best interest of the agency or the State of Illinois will be served. Adjustments must have the prior approval of the Director of Central Management Services in writing. In determining the appropriateness of a request for a salary adjustment by an employing agency, the Director of Central Management Services will consider whether the need for the adjustment is substantial, whether the action is consistent with the treatment of other similar situations, and whether the action is equitable in view of the particular circumstances prompting the request.

Section 310.490 Other Pay Provisions

- a) Transfer -- Upon assignment of an employee to a vacant position in a class with the same salary range as the class for the position being vacated, the employee's base salary will not be changed. Upon separation and subsequent appointment to a position in the same salary range, no increase in salary will be given.
- b) Entrance Salary -- Normally upon entry to state service, an employee's base salary will be at the minimum salary of the salary range.
 - 1) Qualifications above Minimum Requirements --
 - A) If a candidate possesses directly related training and experience in excess of the minimum requirements of the class specification, the employing agency may grant an entrance salary up to the midpoint of the first half of the salary range; however, this shall not provide more than a 10% increase over the candidate's current salary. Such qualifications above the minimum requirements must possess documented support for higher than the minimum entrance salary.

- B) An entrance salary above the middle of the first half of the salary range must have prior approval of the Director of Central Management Services. This approval will be based on consideration of the candidate's training and experience exceeding the requirements of the class, prior salary history, particular staffing requirements of an agency, and labor market influence on recruitment needs.
- 2) Area Differential -- For positions where additional compensation is required because of dissimilar economic or other conditions in the geographical area in which such positions are established, a higher entrance salary may be authorized by the Director of Central Management Services. Present employees receiving less than the new rate of pay shall be advanced to the new rate.
- 3) Upon the geographical transfer from or to an area for which additional compensation has been authorized, an employee will receive an adjustment to the appropriate salary level for the new geographical area of assignment, effective the first day of the month following the date of assignment.
- c) Differential and Overtime Pay -- An eligible employee may have an amount added to the base salary for a given pay period for work performed which is in excess of the normal requirements for the position and work schedule, as follows:
 - 1) Shift Differential Pay -- An employee may be paid an amount in addition to the base salary for work performed on a regularly scheduled second or third shift. The additional compensation will be at a rate and in a manner approved by the Director of Central Management Services. The Director of Central Management Services will approve the manner and rate of this provision after considering the need of the employing agency, the treatment of other similar situations, prevailing practices of other employers, and the equity of the particular circumstances.
 - 2) Overtime Pay -- The Director of the Department of Central Management Services shall maintain a listing of classes of positions subject to the provisions of the Merit Compensation System who are eligible for overtime compensation. Classes in salary ranges MC 6 and below are eligible for straight-time overtime unless exceptions are determined by the Director of Central Management Services. Classes above MC 6 may be added to the list when requested by an agency and approved by the Director of Central Management Services in consideration of need of the agency and relationship to eligible titles. Employees in these classes of positions who are assigned and perform work in excess of the normal work schedule as established by the agency shall be compensated at a straight-time rate on either a cash or compensatory time-off basis for all hours worked in excess of a normal work week. Overtime in

less than one-half hour increments per day shall not be accrued. If compensatory time is not liquidated within the fiscal year during which it is accrued, it must be liquidated at the end of the fiscal year in cash at the employee's rate of pay in effect at the time of liquidation. Any exception to the above provisions for overtime compensation shall be approved by the Director of the Department of Central Management Services. Such exceptions must be requested by the employing agency and will be determined on the basis of the special nature of the situation, a substantial need to provide overtime compensation and a significant number of hours worked beyond the normal work schedule, and will be granted only for a specified time period for which the special situation is expected to exist.

- d) Part-Time Work -- Part-time employees whose base salary is other than an hourly or daily basis shall be paid on a daily rate basis which will be computed from annual rates of salary and the total number of work days in the year.
- e) Out-of-State Assignment -- Employees who are assigned to work out-of-state on a temporary basis may receive an appropriate differential during the period of the assignment, as approved by the Director of Central Management Services. The Director of Central Management Services will approve the manner and rate of this provision after considering the need of the employing agency, the treatment of other similar situations, prevailing practices of other employers, and the equity of the particular circumstance.
- f) Lump Sum Payment -- Shall be provided for accrued vacation and overtime at the current base rate to those employees separated from employment under the Personnel Code. Leaves of absence and temporary layoff (Rule 302.510) are not separations and therefore lump sum payments cannot be given in these transactions. Methods of computation are explained in Section 310.520(a) of the Merit Compensation System.

AGENCY NOTE: The method to be used in computing lump sum payment for vacation and overtime payment for an incumbent entitled to shift differential during the regular work hours will be to use the current base salary plus the shift differential pay.

g) Salary Treatment upon Return from Leave -- An employee returning from Military Leave, Peace Corps Leave, Vista Leave, Service-Connected Disability Leave, Leave to accept a Temporary, Emergency, Provisional, Exempt or Trainee position, or Education Leave will have his/her salary established as determined appropriate by the employing agency and approved by the Director of Central Management Services. However, in no event is the resulting salary to be lower than the minimum rate or higher than the maximum rate of the salary range. Creditable service date will be maintained. An employee returning to his/her former

salary range from any other leave of over fourteen days will be placed at the salary which the employee received prior to the leave and the creditable service date will be extended by the duration of the leave.

- h) Employees in classes which are made subject to the Merit Compensation System after July 1, 1979, will retain their current salary, except that in no event is the resultant salary to be lower than the minimum rate or higher than the maximum rate of the new salary range.
- i) Extra Duty Pay -- An employee may be paid an amount in addition to the base salary for services in addition to the regular work schedule on a special assignment. Additional compensation will be a rate and manner as approved by the Director of Central Management Services. The Director of Central Management Services will approve the manner and rate of this provision after considering the need of the employing agency, the treatment of other similar situations, prevailing practices of other employers, and the equity of the particular circumstances.
- j) Salary Treatment Upon Reemployment --
 - 1) Upon the reemployment of an employee in a class with the same salary range as the class for the position held before layoff, the employee will be placed at the same salary as held at the time of the layoff, and his creditable service date will be adjusted to reflect that time on layoff does not count as creditable service time.
 - 2) Upon the reemployment of an employee in a class at a lower salary range than the range of the class for the position held before layoff, the employee will be placed at the same salary as held at the time of layoff, except that if this exceeds the maximum of the new range, the employee will be placed at that maximum salary. The creditable service date will be adjusted to reflect that time on layoff does not count as creditable service time.
- k) Reinstatement -- The salary upon reinstatement of an employee will be as determined by the employing agency and approved by the Director of Central Management Services. This salary should not provide more than a 10% increase over the candidate's current salary, or exceed the salary rate held in the position where previously certified. In no event is the resulting salary to be lower than the minimum rate or higher than the maximum rate of the salary range.

1) Bi-Lingual Pay --

- 1) Effective January 1, 1992, individual positions whose job descriptions require the use of sign language or which requires the use of a second language, shall receive an additional \$25.00 per month in addition to the employee's base rate.
- 2) Effective January 1, 1993, individual positions whose job descriptions require the use of sign language or which rquires the use of a second language, shall receive \$50.00 per month in addition to the employee's base rate.
- 3) Effective January 1, 1994, individual positions whose job descriptions require the use of sign language or which requires the use of a second language, shall receive \$75.00 per month in addition to the employee's base rate.

Section 310.500 Definitions

The following are definitions of certain terms and are for purposes of clarification as they affect the Merit Compensation System only.

"Adjustment in Salary" -- A change in salary occasioned by previously committed error or oversight, or required in the best interest of the agency or the state as defined in Sections 310.470 and 310.480 of this Subpart.

"Base Salary" -- The dollar amount of pay of an employee as determined under the provisions of the Merit Compensation System. Base salary does not include overtime pay or shift differential pay or deductions for time not worked.

"Creditable Service" -- All service in full or regularly scheduled part-time pay status beginning with the date of initial employment or the effective date of the last in-grade or promotional salary increase. Reevaluations and reallocations will not affect the creditable service date. Adjustments (Section 310.470) "for the purpose of correcting a previous error or oversight" shall not result in a change in the creditable service date; however, adjustments in "the best interests of the agency" shall result in a new creditable service date unless the Director of the Department of Central Management Services determines such changes to be inequitable.

"Comparable classes" -- Two or more classes that are in the same Salary Range.

"Demotion" -- The assignment for cause of an employee to a vacant position in a class in a lower salary range than the former class.

"Differential" -- The additional compensation added to the base salary of an employee resulting from conditions of employment imposed during the normal schedule of work.

"Entrance Salary" -- The initial base salary assigned to an employee upon entering State service.

"Intermittent Merit Increase" -- An Intermittent Merit Increase is an increase in monthly base salary, other than the annual merit increase awarded to a merit compensation employee based on performance.

'Maximum Rate of Pay" -- The highest rate of pay for a given salary range.

"Midpoint Salary" -- The rate of pay that divides the rate range of a salary range into two equal parts.

'Minimum Rate of Pay'' -- The lowest rate of pay for a given salary range. Normally the minimum rate of pay represents the salary to be paid a qualified employee who is appointed to a position in a class assigned to a given salary range.

'Performance Review' -- The required review of an employee's on-the-job performance as measured by a specific set of criteria.

"Performance Review Date" -- The date on which the annual merit increase must be made effective if a performance review indicates it is appropriate. Actual performance review procedures are to be completed prior to the effective date of any recommendation to allow sufficient time for the records to be processed by the originating agency.

"Promotion" -- The appointment of an employee, with the approval of the agency and the Department of Central Management Services to a vacant position in a class in a higher salary range than the former class.

"Reallocation" -- The change in the classification of a position resulting from significant changes in assigned duties and responsibilities.

'Reevaluation' -- The assignment of a different salary range to a class of positions based upon a change in relation to other classes or to the labor market.

"Salary Range" -- The dollar values encompassed by the minimum and maximum rates of pay of a salary range assigned to a class title.

"Transfer" -- The assignment of an employee to a vacant position in a class having the same salary range.

'Work Year" -- That period of time determined by the agency and filed with the Department of Central Management Services in accordance with the Rule 303.300 of the Department of Central Management Services.

Section 310.510 Conversion of Base Salary to Pay Period Units

For purposes of converting a base salary to an amount applicable for one pay period, the following methods of computation shall apply:

- a) An annual base salary shall be divided by the number of pay periods in one assigned year.
- b) A monthly base salary shall be divided by two on a semi-monthly payment schedule, or shall be multiplied by twelve and the results divided by the number of pay periods in a work year on a payment schedule other than semi-monthly.
- c) A weekly base salary shall be multiplied by 52 and the result divided by the number of pay periods in a work year.
- d) A daily base salary shall be multiplied by the number of days actually worked in a pay period.
- e) An hourly base salary shall be multiplied by the number of hours actually worked in a pay period.

Section 310.520 Conversion of Base Salary to Daily or Hourly Equivalents

For purposes of determining the hourly or daily equivalent of a base salary, the following methods of computation shall apply:

- a) Payment for Vacation and Overtime Credits -- A daily (hourly) equivalent shall be determined by converting the base salary to an annual salary and dividing the result by the number of days (hours) usually worked in a year, according to the agency's normal work schedule as filed with the Department of Central Management Services.
- b) Payment for Fractional Part of a Specific Pay Period -- In those instances in which an employee is to be compensated at a rate that represents a number of work days (hours) that is less than the actual number of work days (hours) in the pay period, the formula to be used is: monthly rate divided by two equals pay period rate; pay period rate divided by days (hours) scheduled equals daily (hourly) rate; daily (hourly) rate multiplied by days (hours) worked equals gross amount earned.

c) Part-Time Work -- Part-time employees whose base salary is other than an hourly or daily basis shall be paid on a daily rate basis which will be computed from annual rates of salary and the total number of work days in the year.

Section 310.530 Implementation

- a) The salary schedule for the Merit Compensation System for Fiscal Year 1993 is as set forth in Appendix D of the Pay Plan.
- b) The Merit Increase Guidechart for Fiscal Year 1993 is as set forth in Section 310.540 of the Pay Plan.
- c) Any employee with a performance review date of July 1, August 1 or September 1, 1992 who received a salary payment that did not reflect the use of the Merit Guidechart as set forth in Section 310.540 shall receive a lump sum payment equal to the difference between what was initially paid and what is determined to be appropriate by use of the Merit Increase Guidechart.

Section 310.540 Annual Merit Increase Guidechart for Fiscal Year 1993

Category	Definition	Allowable Increase
Category 1	Superior	0% to 8.5%
Category 2	Exceeds Expectations	0% to 6.5%
Category 3	Meets Expectations	0% to 4.5%
Category 4	Needs Improvement	0%
Category 5	Unacceptable	0%

APPENDIX A Negotiated Rates of Pay

Section 310.TABLE A	HR-190	(Department	of C	Central	Management	Services	
State of Illinois H	uilding ·	SEIU)					

Elevator Operator	04-01-91	\$1809.60	\$1844.40	\$1861.80
Building Services Worker			04-01-91	\$1757.40
Guard I			06-01-87	\$1435.50

Section 310.TABLE B HR-200 (Department of Labor -- Chicago, Illinois -- SEIU)

Elevator Operator 04-01-91 \$1809.60 \$1844.40 \$1861.80

Section 310. TABLE C RC-069 (Firefighters, AFSCME)

Effective: January 1, 1993

	STEPS						
	1	2	3	4	5	6	7
Facility Assistant Fire Chief	1764	1835	1901	1975	2049	2123	2244
Facility Fire Safety Coordinator	1764	1835	1901	1975	2049	2123	2244
Facility Firefighter		1688	1754	1814	1878	1940	2042

Section 310. TABLE D HR-001 (Teamsters Local #726)

A) Department of Transportation - Division of Highways - Emergency Patrol - Northeast Region - (Cook)

	Jän. 1,	1993
	Mo.	
Highway Maintainer	\$2875.00	\$16.52
Highway Maintenance Lead Worker	3004.00	17.26
Highway Maintenance Lead Worker	3054.00	17.55
(Lead Lead Worker)		
Maintenance Worker	2819.00	16.20

B) Department of Transportation - Division of Highways - Northeast Region - (Cook)

	Jan. 1,	
Heavy Construction Equipment Operator	\$2899.00	\$16.66
Heavy Construction Equipment Operator (Bridge Crew)	2916.40	16.76
Highway Maintainer	2800.00	16.09
Highway Maintainer (Bridge Crew)	2817.40	16.19
Highway Maintainer (Tractor Mower)	2800.00	16.09
Highway Maintenance Lead Worker	2929.00	16.83
Highway Maintenance Lead Worker (Bridge Crew)	2946.40	16.93
Highway Maintenance Lead Worker (Lead Lead Worker)	2979.00	17.12
Highway Maintenance Lead Worker (Lead Lead Worker - Bridge Crew)	2996.40	17.22
Laborer (Maintenance)	2708.00	15.56
Maintenance Worker	2744.00	

C) Departments of Mental Health & Developmental Disabilities, Public Health, Rehabilitation Services, and Employment Security - Northeast Region - (Cook)

	Jan. 1, 1993
	Mo. Hr.
Maintenance Equipment Operator	\$2800.00 \$16.09
Maintenance Equipment Operator	2974.00 17.09
(Dispatcher)	
Maintenance Worker	2653.00 15.25

D) Departments of Central Management Services, Children and Family Services, and Public Aid - Northeast Region - (Cook)

	Jan. 1,	1993
	Mo.	Hr.
Grounds Supervisor	\$2686.00	
Grounds Supervisor (Chicago-Read)	2853.00	16.40
Grounds Supervisor (Supervising Tractor Trailer Drivers)	2973.00	17.09
Maintenance Worker	2653.00	15.25
Maintenance Worker (Chicago-Read)	2800.00	16.09
Maintenance Equipment Operator	2800.00	16.09
Maintenance Equipment Operator (Tractor Trailer)	2861.00	16.44

Section 310. TABLE E RC-020 (Teamsters Local #330)

A) Departments of Children and Family Services, Corrections, Employment Security, Mental Health & Developmental Disabilities - (Counties of DuPage, Kane, Kankakee, Kendall, Lake, McHenry and Will)

	Jan. 1,	1993
		Hr.
Maintenance Equipment Operator	\$2800.00	\$16.09

B) Department of Transportation - Division of Highways - (Counties of DuPage, Kane, Kankakee, Kendall, Lake, McHenry and Will)

	Jan. 1,	
n 11 1/1 1	Mo.	
Bridge Mechanic	\$2833.00	
Bridge Tender	2632.00	
Highway Maintenance Lead Worker	2929.00	
Highway Maintenance Lead Worker	2946.40	16.93
(Bridge Crew)		
Highway Maintenance Lead Worker	2979.00	17.12
(Lead Lead Worker)		
Highway Maintainer	2800.00	16.09
Highway Maintainer (Bridge Crew)	2817.40	16.19
Janitor I	2507.00	14.41
Janitor II	2538.00	
Labor Maintenance Lead Worker	2764.00	
Laborer (Maintenance)	2708.00	
Maintenance Worker	2744.00	
	2850.00	
Power Shovel Operator	2030.00	10.30
(Maintenance)	0067.40	16 /0
Power Shovel Operator	2867.40	10.48
(Maintenance) (Bridge Crew)	2	
Security Guard I	2534.00	
Security Guard II	2582.00	
Silk Screen Operator	2904.00	16.69

C) Department of Central Management Services - Division of Vehicles - (Counties of DuPage, Kane, Kankakee, Kendall, Lake, McHenry and Will)

	Jan.		1993
	Mo.		Hr.
Janitor I			\$14.41
Janitor II			14.59
Maintenance Equipment Operator	2800	.00	16.09
(all divisions)			ν.
Maintenance Worker			
Security Guard I			
Security Guard II	2582	.00	14.84
Maintenance Equipment Operator (all divisions) Maintenance Worker Security Guard I	2800 2744 2534	.00	14.59 16.09 15.77 14.56 14.84

A) Department of Transportation - Division of Highways - Downstate - (All Counties Other Than Cook, DuPage, Kane, Kankakee, Kendall, Lake, McHenry and Will)

	Jan. 1,	
Desi de a Manhamia	Mo.	Hr.
Bridge Mechanic	\$28 33. 00 \\ 2632.00	
Bridge Tender Deck Hand	2655.00	
Ferry Operator I	2830.00	
Ferry Operator II	2880.00	
Highway Maintenance Lead Worker	2929.00	16.83
Highway Maintenance Lead Worker (Bridge Crew)	2946.40	
Highway Maintenance Lead Worker (Lead Lead Worker)	2979.00	17.12
Highway Maintainer	2800.00	16.09
Highway Maintainer	2817.40	
(Bridge Crew)		
Janitor I (including Office of Administration)	2507.00	14.41
Janitor II	2538.00	14.59
(including Office of Administration)		
Laborer (Maintenance)	2708.00	15.56
Labor Maintenance Lead Worker	2764.00	15.89
Maintenance Worker	2744.00	15.77
(including Office of Administration)		
Power Shovel Operator (Maintenance)	2850.00	16.38
Power Shovel Operator	2867.40	16.48
(Maintenance) (Bridge Crew)		
Security Guard I	2534.00	14.56
(including Office of Administration) Security Guard II	2582.00	14.84
(including Office of Administration) Silk Screen Operator	2904.00	16.69

B) Department of Central Management Services - Division of Vehicles - Downstate - (All Counties Other Than Cook, DuPage, Kane, Kankakee, Kendall, Lake, McHenry and Will)

	Jan. 1, 1993	
	Mo. Hr.	
Janitor I	\$2507.00 \$14.41	
Janitor II	2538.00 14.59)
Maintenance Equipment Operator	2800.00 16.09)
(all divisions)		
Maintenance Worker	2744.00 15.77	7
Security Guard I	2534.00 14.56	
Security Guard II	2582.00 14.84	ł

C) Department of Mental Health & Developmental Disabilities - Lincoln Developmental Center

Jan. 1, 1993

Mo. Hr.

Laborer (Maintenance) \$2708.00 \$15.56

D) Departments of Children and Family Services, Corrections, Employment Security, Mental Health & Developmental Disabilities, Public Aid, Rehabilitation Services, State Police, Veterans' Affairs - Downstate - (All Counties Other Than Cook, DuPage, Kane, Kankakee, Kendall, Lake, McHenry and Will)

E) Department of Transportation - Division of Highways - Emergency Patrol - District #8

Highway Maintainer $\frac{\text{Jan. 1, 1993}}{\text{Mo. Hr.}}$ Highway Maintainer \$2875.00 \$16.52Highway Maintenance Lead Worker 3004.00 17.26

F) Department of Conservation

Jan. 1, 1993

Mo. Hr.

Power Shovel Operator \$2850.00 \$16.38

(Maintenance)

Section 310.TABLE G RC-045 (Automotive Mechanics, ISEA)

A) Departments of Central Management Services and Transportation - Northeast Region - (Cook)

	Jan. 1, 1993
	Mo.
Auto & Body Repairer	\$272 7
Automotive Attendant	\$1580
Automotive Mechanic	\$2727
Automotive Mechanic's Helper	\$2523
Automotive Parts Warehouser I	\$2559
Automotive Parts Warehouser II	\$2617
	\$2567
*Storekeeper I *Storekeeper II	\$2619

^{*}Serving as Automotive Parts Warehousers in Cook County.

B) Departments of Agriculture, Central Management Services, Conservation, Corrections and Transportation - (All Other Counties Except Cook)

	Jan. 1, 1993
	Mo.
Auto & Body Repairer	\$2 699
Automotive Attendant	\$1580
Automotive Mechanic	\$2699
Automotive Mechanic's Helper	\$2401
Automotive Parts Warehouser I	\$2408
Automotive Parts Warehouser II	\$2612
Automotive Parts Warehouser III	\$267 0
Small Engine Mechanic	\$2308

Section 310. TABLE H RC-006 (Corrections Employees, AFSCME)

			ST	EPS			
	1	2	3	4	5	6	7
CANINE SPECIALIST	2260	2368	2478	2582	2687	2796	2963
COMMISSARY CLERK	1375	1419	1462	1509	1556	1601	1681
COMMISSARY MANAGER I	1419	1463	1516	1562	1609	1660	1740
CORRECTIONAL OFFICER	1850	1928	2007	2089	2168	2250	2374
CORRECTIONAL OFFICER TRAINEE	1581	1640	1704	1765	1831	1894	1992
CORRECTIONAL SERGEANT	2030	2119	2206	2303	2392	2486	2630
CORRECTIONS AGRICULTURE LEAD WORKER	2120	2216	2313	2411	2509	2603	2755
CORRECTIONS AGRICULTURE	2336	2449	2560	2667	2783	2894	3065
SUPERVISOR							
CORRECTIONS CLERK I	1850	1928	2007	2089	2168	2250	2374
CORRECTIONS CLERK II	2030	2119	2206	2303	2392	2486	2630
CORRECTIONS COOK I	1571	1628	1686	1750	1811	1872	1973
CORRECTIONS COOK II	1690	1765	1832	1901	1970	2040	2154
CORRECTIONS FOOD SERVICE	2030	2119	2206	2303	2392	2486	2630
SUPERVISOR I	0005	0000	0/0/	0=10	0616	0750	007/
CORRECTIONS FOOD SERVICE	2225	2328	2434	2540	2646	2753	2914
SUPERVISOR II	01.00	0016	0010	0/11	0500	0600	0755
CORRECTIONS GROUNDS SUPERVISOR	2120	2216	2313	2411	2509	2603	2755
CORRECTIONS IDENTIFICATION	193 3	2013	21 03	2187	2271	2358	2493
TECHNICIAN CORRECTIONS INDUSTRY LEAD WORKER	2120	2216	2313	2411	2509	2603	2755
CORRECTIONS LAUNDRY MANAGER I	2120	2216	2313	2411	2509	2603	2755
CORRECTIONS LOCKSMITH	2120	2216	2313	2411	2509	2603	2755
CORRECTIONS MAINTENANCE CRAFTMAN	2120	2216	2313	2411	2509	2603	2755
CORRECTIONS MAINTENANCE WORKER	1933	2013	2103	2187	2271	2358	2493
CORRECTIONS MEDICAL TECHNICIAN	1933	2013	2103	2187	2271	2358	2 493
CORRECTIONS PRINTER	2030	2119	2206	2303	2392	2486	2630
CORRECTIONS RESIDENCE COUNSELOR I		2013	2103	2187	2271	2358	2493
CORRECTIONS SUPPLY SUPERVISOR I	1933	2013	2103	2187	2271	2358	2493

CORRECTIONS SUPPLY SUPERVISOR II	2120	2216	2313	2411	2509	2603	2755
CORRECTIONS TRANSPORTATION	2030	2119	2206	2303	2392	2486	2630
OFFICER I							
CORRECTIONS UTILITIES OPERATOR	2120	2216	2313	2411	2509	2603	2755
CORRECTIONS VOCATIONAL INSTRUCTOR	2120	2216	2313	2411	2509	2603	2755
EDUCATOR AIDE	1690	1765	1832	1901	1970	2040	2154
HOUSEKEEPER II	1375	1419	1462	1509	1556	1601	1681
PEST CONTROL OPERATOR	1690	1765	1832	1901	1970	2040	2154
PROPERTY & SUPPLY CLERK II	1463	1518	1565	1620	1671	1725	1813
STOREKEEPER I	1701	1765	1836	1900	1976	2040	2149
STOREKEEPER II	1846	1924	1999	2080	2158	2230	2357
STORES CLERK	1419	1463	1516	1562	1609	1660	1740
YOUTH SUPERVISOR I	1690	1765	1832	1901	1970	2040	2154
YOUTH SUPERVISOR II	1850	1928	2007	2089	2168	2250	2374
YOUTH SUPERVISOR III	2120	2216	2313	2411	2509	2603	2755
YOUTH SUPERVISOR TRAINEE	1581	1640	1704	1765	1831	1894	1992

Section 310. TABLE I RC-009 (Institutional Employees, AFSCME)

			ST	EPS			
	1	2	3	4	5	6	7
ACTIVITY PROGRAM ALDE I	1345	1397	1452	1509	1569	1628	1707
ACTIVITY PROGRAM AIDE II	1387	1440	1496	1553	1614	1676	1757
APPAREL/DRY GOODS SPEC I	1375	1419	1462	1509	1556	1601	1681
APPAREL/DRY GOODS SPEC II	1463	1518	1565	1620	1671	1725	1813
APPAREL/DRY GOODS SPEC III	1690	1765	1832	1901	1970	2040	2154
ATTENDANT	1345	1397	1452	1509	1569	1628	1707
CHILDREN'S SHELTER CARE ASSOC	1644	1707	1775	1842	1914	1987	2096
CLINICAL LABORATORY ASSOCIATE	1472	1523	1576	1630	1683	1739	1832
CLINICAL LABORATORY PHLEBOTOMIST	1424	1472	1520	1571	1621	1673	1758
CLINICAL LABORATORY TECHNICIAN I	1642	1713	1775	1843	1908	1977	2086
CLINICAL LABORATORY TECHNICIAN II		1871	1942	2022	2096	2175	2297
COMMISSARY CLERK	1332	1375	1419	1461	1501	1548	1628
COMMISSARY MANAGER I	1375	1419	1462	1509	1556	1601	1681
COMMISSARY MANAGER II	1518	1571	1624	1682	1737	1795	1893
COOK I	1419	1463	1516	1562	1609	1660	1740
COOK II	1518	1571	1624	1682	1737	1795	1893
EDUCATOR AIDE	1690	1765	1832	1901	1970	2040	2154
FLORIST II	1690	1765	1832	1901	1970	2040	2154
INSTITUTIONAL MAINTENANCE WKR	1492	1548	1596	1652	1704	1758	1849
LABORATORY ASSISTANT	1332	1378	1422	1463	1511	1553	1633
LABORATORY ASSOCIATE I	1642	1713	1775	1843	1908	1977	2086
LABORATORY ASSOCIATE II	1795	1871	1942	2022	2096	2175	2297
LICENSED PRACTICAL NURSE I	1585	1646	1710	1775	1844	1916	2012
LICENSED PRACTICAL NURSE II	1663	1727	1795	1865	1936	2010	2112
LOCKSMITH	1873	1952	2036	2118	2199	2283	2412
MENTAL HEALTH TECHNICIAN I	1387	1440	1496	1553	1614	1676	1757
MENTAL HEALTH TECHNICIAN II	1478	1536	1594	1655	1720	1787	1874
MENTAL HEALTH TECHNICIAN III	1532	1591	1652	1716	1782	1850	1942

MENTAL HEALTH TECHNICIAN IV	1585	1646	1710	1775	1844	1916	2012
MENTAL HEALTH TECHNICIAN V	1644	1707	1775	1842	1914	1987	2096
MENTAL HEALTH TECHNICIAN VI	1663	1727	1795	1865	1936	2010	2112
MENTAL HEALTH TECHNICIAN TRN I	1295	1332	1378	1419	1459	1501	1578
MENTAL HEALTH TECHNICIAN TRN II	1523	1581	1637	1699	1754	1814	1910
MUSICIAN	1532	1591	1652	1716	1782	1850	1942
NURSING ASSISTANT	1478	1536	1594	1655	1720	1787	1874
PEST CONTROL OPERATOR	1628	1688	1756	1820	1891	1952	2056
PHYSICAL THERAPY AIDE I	1345	1397	1452	1509	1569	1628	1707
PHYSICAL THERAPY AIDE II	1478	1536	1594	1655	1720	1787	1874
PHYSICAL THERAPY AIDE III	1644	1707	1775	1842	1914	1987	2096
REHAB WORKSHOP INSTRUCTOR I	1532	1591	1652	1716	1782	1850	1942
REHAB WORKSHOP INSTRUCTOR II	1707	1782	1849	1921	1990	2063	2196
RESIDENTIAL CARE WORKER	1644	1707	1775	1842	1914	1987	2096
RESIDENTIAL CARE WORKER TRN	1523	1581	1637	1699	1754	1814	1910
SECURITY THERAPY AIDE I	1850	1928	2007	2089	2168	2250	2374
SECURITY THERAPY AIDE II	2030	2119	2206	2303	2392	2486	2630
SECURITY THERAPY AIDE III	2120	2216	2313	2411	2509	2603	2755
SECURITY THERAPY AIDE TRAINEE	1581	1640	1704	1765	1831	1894	1992
SOCIAL SERVICE AIDE I	1532	1591	1652	1716	1782	1850	1942
SOCIAL SERVICE AIDE II	1644	1707	1775	1842	1914	1987	2096
SOCIAL SERVICE AIDE TRAINEE	1332	1378	1422	1463	1511	1553	1633
SUPPORT SERVICES SUPERVISOR I	1571	1628	1686	1750	1811	1872	1973
SUPPORT SERVICES SUPERVISOR II	1690	1765	1832	1901	1970	2040	2154
SUPPORT SERVICES WORKER II	1375	1419	1462	1509	1556	1601	1681
SUPPORT SERVICES WORKER III	1463	1518	1565	1620	1671	1725	1813
TRANSPORTATION COORDINATOR	1933	2013	2103	2187	2271	2358	2493
TRANSPORTATION OFFICER I	2030	2119	2206	2303	2392	2486	2630
VETERANS NURSING ASSISTANT -	1532	1591	1652	1716	1782	1850	1942
CERTIFIED							

Section 310. TABLE J RC-014 (Clerical Employees, AFSCME)

			STE	PS			
	1	2	3	4	5	6	7
ACCOUNT CLERK I	1378	1424	1471	1518	1563	1609	1689
ACCOUNT CLERK II	1472	1523	1576	1630	1683	1739	1832
ACCOUNT TECHNICIAN I	1642	1713	1775	1843	1908	1977	2086
ACCOUNT TECHNICIAN II	1795	1871	1942	2022	2096	2175	2297
ADJUDICATIVE SERVICES ASSISTANT	1472	1523	1576	1630	1683	1739	1832
ADMINISTRATIVE SERVICES WORKER	1261	1295	1332	1377	1416	1455	1523
TRAINEE							
AIRCRAFT DISPATCHER	1795	1871	1942	2022	2096	2175	2297
AIRCRAFT LEAD DISPATCHER	1964	2049	2135	2230	2315	2405	2544
AUDIO VISUAL TECHNICIAN I	1424	1472	1520	1571	1621	1673	1758
AUDIO VISUAL TECHNICIAN II	1581	1640	1704	1765	1831	1894	1992
BUYER ASSISTANT	1642	1713	1775	1843	1908	1977	2086
CHECK ISSUANCE MACHINE OPERATOR	1581	1640	1704	1765	1831	1894	1992
CLERICAL TRAINEE	TR						

COMMUNICATION DISPATCHER	1523	1581	1637	1699	1754	1814	1910
COMMUNICATION EQUIPMENT TECH I	2260	2368	2478	2582	2687	2796	2963
COMMUNICATION EQUIPMENT TECH II	2511	2639	2763	2890	3012	3139	3329
COMMUNICATION EQUIPMENT TECH III	2653	2787	2917	3056	3188	3318	3522
COURT REPORTER	2050	2146	2239	2331	2427	2517	2667
DATA PROCESSING ASSISTANT	1424	1472	1520	1571	1621	1673	1758
DATA PROCESSING OPERATOR	1332	1378	1422	1463	1511	1553	1633
DATA PROCESSING OPERATOR TRAINEE	1261	1295	1332	1377	1416	1455	1523
DRAFTING WORKER	1714	1786	1851	1927	1998	2067	2182
ELECTRONIC EQUIPMENT INSTALLER/REPAIRER	1642	1713	1775	1843	1908	1977	2086
ELECTRONIC EQUIPMENT	1795	1871	1942	2022	2096	2175	2297
INSTALLER/REPAIRER LEADWORKER	1/95	10/1	1742	2022	2090	21/3	2291
ELECTRONICS TECHNICIAN	2050	2146	2239	2331	2427	2517	2667
ENGINEERING TECHNICIAN II	1873	1952	2036	2118	2199	2283	2412
ENGINEERING TECHNICIAN III	2154	2254	2357	2455	2557	2660	2817
EXECUTIVE SECRETARY I	1714	1786	1851	1927	1998	2067	2182
	1964	2049	2135	2230	2315	2405	2544
GRAPHIC ARTS DESIGNER GRAPHIC ARTS TECHNICIAN	1795	1871	1942	2022	2096	2175	2297
INDUSTRIAL COMMISSION REPORTER	2154	2254	2357	2455	2557	2660	2817
INDUSTRIAL COMMISSION TECHNICIAN	1714	1786	1851	1927	1998	2067	2182
INSURANCE ANALYST I	1581	1640	1704	1765	1831	1894	1992
INSURANCE ANALYST II	1795	1871	1942	2022	2096	2175	2297
INSURANCE ANALYST TRAINEE	1472		1576	1630	1683	1739	1832
INTERMITTENT CLERK	7.76	7.97	8.20	8.47	8.71	8.95	9.37
LIBRARY AIDE I	1295	1332	1378	1419	1459	1501	1578
LIBRARY AIDE II	1378	1424	1471	1518	1563	1609	1689
LIBRARY TECHNICAL ASSISTANT LICENSING QUALITY ASSURANCE	1642 1581	1713 1640	1775 1704	1843 1765	1908 1831	1977 1894	2086 1992
ANALYST	1301	1040	1/04	1705	1031	1074	1772
MICROFILM LABORATORY TECH I	1472	1523	1576	1630	1683	1739	1832
MICROFILM LABORATORY TECH II	1581	1640	1704	1765	1831	1894	1992
MICROFILM OPERATOR I	1332	1378	1422	1463	1511	1553	1633
MTCDOETT M ODEDATOD TT	1424	1472	1520	1571	1621	1673	1758
MICROFILM OPERATOR III	1523	1581	1637	1699	1754	1814	1910
OFFICE ALDE	1261	1295	1332	1377	1416	1455	1523
OFFICE ASSISTANT		1472			1621		1758
OFFICE ASSOCIATE	1523	1581	1637	1699	1754	1814	1910
OFFICE CLERK	1332	1378	1422	1463	1511	1553	1633
OFFICE COORDINATOR	1581	1640	1704	1765	1831	1894	1992
PHOTOGRAPHER I	1714	1786	1851	1927	1998	2067	2182
PHOTOGRAPHER II	1964	2049	2135	2230	2315	2405	2544
PHOTOGRAPHER III PHOTOGRAPHIC TECHNICIAN I	2050 1714	2146 1786	2239 1851	2331 1927	2427 1998	2517 2067	2667 2182
PHOTOGRAPHIC TECHNICIAN II	1964	2049	2135	2230	2315	2405	2544
PHOTOGRAPHIC TECHNICIAN III	2050	2146	2239	2331	2427	2517	2667
PROCUREMENT REPRESENTATIVE	1581	1640	1704	1765	1831	1894	1992
PROPERTY & SUPPLY CLERK I	1332	1375	1419	1461	1501	1548	1628
PROPERTY & SUPPLY CLERK II	1419	1463	1516	1562	1609	1660	1740
PROPERTY TAX EXAMINER	1581	1640	1704	1765	1831	1894	1992
REHABILITATION CASE COORD I	1472	1523	1576	1630	1683	1739	1832
REHABILITATION CASE COORD II	1581	1640	1704	1765	1831	1894	1992

REPRODUCTION SERVICE TECH I	1378	1424	1471	1518	1563	1609	1689
REPRODUCTION SERVICE TECH II	1581	1640	1704	1765	1831	1894	1992
REPRODUCTION SERVICE TECH III	1714	1786	1851	1927	1998	2067	2182
SAFETY RESPONSIBILITY ANALYST I	1581	1640	1704	1765	1831	1894	1992
SAFETY RESPONSIBILITY ANALYST II	1795	1871	1942	2022	2096	2175	2297
STOREKEEPER I	1701	1765	1836	1900	1976	2040	2149
STOREKEEPER II	1846	1924	1999	2080	2158	2230	2357
STORES CLERK	1375	1419	1462	1509	1556	1601	1681
SWITCHBOARD OPERATOR I	1332	1378	1422	1463	1511	1553	1633
SWITCHBOARD OPERATOR II	1424	1472	1520	1571	1621	1673	1758
TAX EXAMINER	1581	1640	1704	1765	1831	1894	1992
TAX EXAMINER TRAINEE	1424	1472	1520	1571	1621	1673	1758
TAXPAYER SERVICE REP I	1424	1472	1520	1571	1621	1673	1758
TAXPAYER SERVICE REP II	1581	1640	1704	1765	1831	1894	1992
TAXPAYER SERVICE REP III	1795	1871	1942	2022	2096	2175	2297
TELECOMMUNICATIONS FIELD ADVISOR	2050	2146	2239	2331	2427	2517	2667
TELECOMMUNICATIONS FIELD ADVISOR	2260	2368	2478	2582	2687	2796	2963
LEAD WORKER							
TELECOMMUNICATOR	1795	1871	1942	2022	2096	2175	2297
TELECOMMUNICATOR - COMMAND CENTER		1952	2036	2118	2199	2283	2412
TELECOMMUNICATOR LEAD WORKER	1964	2049	2135	2230	2315	2405	2544
TELECOMMUNICATOR LEAD WORKER -	2050	2146	2239	2331	2427	2517	2667
COMMAND CENTER	2610	1 = 1 0		10/0	1000	1.0==	2006
TELECOMMUNICATOR TRAINEE	1642	1713	1775	1843	1908	1977	2086
VEHICLE PERMIT EVALUATOR	1714	1786	1851	1927	1998	2067	2182
VETERANS SERVICE OFFICER ASSOC	1714	1786	1851	1927	1998	2067	2182

Section 310. TABLE K RC-023 (Registered Nurses, INA)

	STEPS							
	1	2	3	4	5	6	7	
CHILD WELFARE NURSE SPECIALIST	2358	2492	2623	2746	2878	3009	3203	
CORRECTIONS NURSE I	2212	2330	2451	2566	2686	2803	2984	
CORRECTIONS NURSE II	2477	2616	2754	2883	3021	3160	3363	
HEALTH FACILITIES SURVEILLANCE	2358	2492	2623	2746	2878	3009	3203	
NURSE								
NURSING ACT ASSISTANT COORDINATOR	2502	2649	2786	2928	3064	3204	3405	
REGISTERED NURSE I	2107	2219	2334	2445	2557	2670	2842	
REGISTERED NURSE II	2358	2492	2623	2746	2878	3009	3203	

Section 310. TABLE M RC-110 (Conservation Police Lodge)

Effective January 1, 1993

			STEPS							
		1	2	3	4	5	6	7		
CONSERVATION POLICE			2368	2478	2582	2687	2796	2963		
CONSERVATION POLICE	OFFICER I	I 2382	2498	2614	2732	2845	2958	3133		
					Y BONU		_			
		<u> 10 Yr</u>	s 15	<u>Yrs 1</u>	7.5 Yr	s <u>20</u>	Yrs 2	25 Yrs		
CONSERVATION POLICE	OFFICER I	3204	336	2 3	3529	370	9 :	3891		
CONSERVATION POLICE	OFFICER I	I 3294	345	3 3	8620	379	8	3984		

Section 310. TABLE N RC-010 (Professional Legal Unit, AFSCME)

Effective January 1, 1993

	STEPS						
	1	2	3	4	5	6	7
TECHNICAL ADVISOR I	2260	2368	2478	2582	2687	2796	2963
TECHNICAL ADVISOR II	2511	2639	2763	2890	3012	3139	3329
TECHNICAL ADVISOR III	2962	3116	3269	3422	3580	3730	3962
HEARINGS REFEREE	2962	3116	3269	3422	3580	3730	3962
HEARINGS REFEREE - INTERMITTENT	2962	3116	3269	3422	3580	3730	3962

Section 310. TABLE O RC-028 (Paraprofessional Human Services Employees, AFSCME)

	STEPS						
	1	2	3	4	5	6	7
APPAREL/DRY GOODS SPECIALIST III	1690	1765	1832	1901	1970	2040	2154
ASSISTANT REINBURSEMENT OFFICER	1472	1523	1576	1630	1683	1739	1832
CHILD DEVELOPMENT AIDE III	1642	1713	1775	1843	1908	1977	2086
CLINICAL LABORATORY ASSOCIATE	1472	1523	1576	1630	1683	1739	1832
CLINICAL LABORATORY TECH I	1642	1713	1775	1843	1908	1977	2086
CLINICAL LABORATORY TECH II	1795	1871	1942	2022	2096	2175	2297
COMPLIANCE OFFICER	1873	1952	2036	2118	2199	2283	2412
CONSERVATION RESOURCE TECH I	1642	1713	1775	1843	1908	1977	2086
CONSERVATION RESOURCE TECH II	1873	1952	2036	2118	2199	2283	2412
CONSTRUCTION SUPERVISOR I	1873	1952	2036	2118	2199	2283	2412
CONSTRUCTION SUPERVISOR II	2154	2254	2357	2455	2557	2660	2817
	2382	2498	2614	2732	2845	2958	3133
	1642	1713	1775	1843	1908		2086
	1964	2049	2135	2230	2315	2405	2544
		1871	1942	2022	2096	2175	2297
		1640	1704	1765		1894	1992
DATA PROCESSING TECHNICIAN TRN	1424	1472	1520	1571	1621	1673	1758
CLINICAL LABORATORY TECH II COMPLIANCE OFFICER CONSERVATION RESOURCE TECH I CONSERVATION RESOURCE TECH II CONSTRUCTION SUPERVISOR I CONSTRUCTION SUPERVISOR II CRIME SCENE TECHNICIAN CRIME STUDIES ASSOCIATE DATA PROCESSING ADMINISTRATIVE SPECIALIST DATA PROCESSING SPECIALIST DATA PROCESSING TECHNICIAN	1795 1873 1642 1873 1873 2154 2382 1642	1871 1952 1713 1952 1952 2254 2498 1713 2049 1871 1640	1942 2036 1775 2036 2036 2357 2614 1775 2135	2022 2118 1843 2118 2118 2455 2732 1843 2230 2022 1765	2096 2199 1908 2199 2199 2557 2845 1908 2315	2175 2283 1977 2283 2283 2660 2958 1977 2405 2175 1894	2297 2412 2086 2412 2412 2817 3133 2086 2544

DENTAL ASSISTANT DENTAL HYGIENIST ELECTROENCEPHALOGRAPH TECHNICIAN ENVIRONMENTAL EQUIPMENT OPR I ENVIRONMENTAL EQUIPMENT OPR II ENVIRONMENTAL PROTECTION TECH I ENVIRONMENTAL PROTECTION TECH II HEARING & SPEECH TECHNICIAN I HEARING & SPEECH TECHNICIAN II HISTORIC SITE INTERPRETER HISTORIC SITE LEAD II HOUSEKEEPER II INHALATION THERAPIST INTERMITTENT UNEMPLOYMENT	1424 1642 1523 1795 1964 1523 1642 1424 1581 1581 1873 1964 1332 1523 8.76	1472 1713 1581 1871 2049 1581 1713 1472 1640 1640 1952 2049 1375 1581 9.06	1520 1775 1637 1942 2135 1637 1775 1520 1704 1704 2036 2135 1419 1637 9.35	1571 1843 1699 2022 2230 1699 1843 1571 1765 1765 2118 2230 1461 1699 9.67	1621 1908 1754 2096 2315 1754 1908 1621 1831 2199 2315 1501 1754 9.98	1673 1977 1814 2175 2405 1814 1977 1673 1894 2283 2405 1548 1814 10.30	1758 2086 1910 2297 2544 1910 2086 1758 1992 2412 2544 1628 1910 10.82
INSURANCE TECHNICIAN LABORATORY ASSISTANT LABORATORY ASSOCIATE I LABORATORY ASSOCIATE II LEGAL RESEARCH ASSISTANT* LICENSED PRACTICAL NURSE I LICENSED PRACTICAL NURSE II MEDICAL RECORDS ASSISTANT MEDICAL RECORDS TECHNICIAN OFFICE ADMINISTRATIVE SPECIALIST OFFICE SPECIALIST PHARMACIST LEAD TECHNICIAN PHARMACIST TECHNICIAN PUBLIC AID ELIGIBILITY ASSISTANT RADIOLOGIC TECHNOLOGIST RADIOLOGIC TECHNOLOGIST PROGRAM COORDINATOR RANGER	1332	1378	1422	1463	1511	1553	1633
	1642	1713	1775	1843	1908	1977	2086
	1795	1871	1942	2022	2096	2175	2297
	1873	1952	2036	2118	2199	2283	2412
	1585	1646	1710	1775	1844	1916	2012
	1663	1727	1795	1865	1936	2010	2112
	1581	1640	1704	1765	1831	1894	1992
	1714	1786	1851	1927	1998	2067	2182
	1795	1871	1942	2022	2096	2175	2297
	1714	1786	1851	1927	1998	2067	2182
	1523	1581	1637	1699	1754	1814	1910
	1424	1472	1520	1571	1621	1673	1758
	1523	1581	1637	1699	1754	1814	1910
	1714	1786	1851	1927	1998	2067	2182
	1795	1871	1942	2022	2096	2175	2297
REHABILITATION COUNSELOR AIDE I	1581	1640	1704	1765	1831	1894	1992
REHABILITATION COUNSELOR AIDE II	1714	1786	1851	1927	1998	2067	2182
SENIOR RANGER	1964	2049	2135	2230	2315	2405	2544
SITE TECHNICIAN I	1642	1713	1775	1843	1908	1977	2086
SITE TECHNICIAN II	1795	1871	1942	2022	2096	2175	2297
SOCIAL SERVICE COMMUNITY PLANNER	1714	1786	1851	1927	1998	2067	2182
STATISTICAL RESEARCH TECHNICIAN	1714	1786	1851	1927	1998	2067	2182
VETERANS SERVICE OFFICER	1795	1871	1942	2022	2096	2175	2297
VOCATIONAL INSTRUCTOR	1795	1871	1942	2022	2096	2175	2297

^{*}DEPT. OF EMPLOYMENT SECURITY DESIGNATED POSITIONS ONLY

Section 310. TABLE P RC-029 (Paraprofessional Investigatory and Law Enforcement Employees, ISEA)

			СТ	E P S			
	1	2	3	4	5	6	7
AGRICULTURAL PRODUCTS PROMOTER	1795	1871	1942	2022	2096	2175	2297
ANIMAL & ANIMAL PRODUCTS	1964	2049	2135	2230	2315	2405	2544
INVESTIGATOR	1301	2013	L133	LLJU	2313	L 105	LJTT
ANIMAL HEALTH INSPECTOR	1795	1871	1942	2022	2096	2175	2297
ANIMAL WELFARE INSPECTOR	1795	1871	1942	2022	2096	2175	2297
APIARY INSPECTOR	1332	1378	1422	1463	1511	1553	1633
ARSON INVESTIGATOR I	2154	2254	2357	2455	2557	2660	2817
ARSON INVESTIGATOR II	2382	2498	2614	2732	2845	2958	3133
BREATH ALCOHOL ANALYSIS	2050	2146	2239	2331	2427	2517	2667
TECHNICIAN							
COMMERCE COMMISSION POLICE OFR I	2154	2254	2357	2455	2557	2660	2817
COMMERCE COMMISSION POLICE OFR II	2382	2498	2614	2732	2845	2958	3133
COMMODITIES INSPECTOR	1642	1713	1775	1843	1908	1977	2086
DANGEROUS DRUGS COMPLIANCE	1873	1952	2036	2118	2199	2283	2412
OFFICER I							
DANGEROUS DRUGS COMPLIANCE	2050	2146	2239	2331	2427	2517	2667
OFFICER II							
DANGEROUS DRUGS COMPLIANCE	2154	2254	2357	2455	2557	2660	2817
OFFICER III							
DRUG COMPLIANCE INVESTIGATOR	2962	3116	3269	3422	3580	3730	3962
ENVIRONMENTAL PROTECTION LEGAL	1642	1713	1775	1843	1908	1977	2086
INVESTIGATOR I							
ENVIRONMENTAL PROTECTION LEGAL	1795	1871	1942	2022	2096	2175	2297
INVESTIGATOR II							
EXPLOSIVES INSPECTOR I	1964	2049	2135	2230	2315	2405	2544
EXPLOSIVES INSPECTOR II	2260	2368	2478	2582	2687	2796	2963
FINGERPRINT TECHNICIAN I	1523	1581	1637	1699	1754	1814	1910
FINGERPRINT TECHNICIAN II	1642	1713	1775	1843	1908	1977	2086
FINGERPRINT TECHNICIAN III	1795	1871	1942	2022	2096	2175	2297
FIRE PREVENTION INSPECTOR I	2050	2146	2239	2331	2427	2517	2667
FIRE PREVENTION INSPECTOR II	2382	2498	2614	2732	2845	2958	3133
GUARD I	1378	1424	1471	1518	1563	1609	1689
GUARD III	1523	1581	1637	1699	1754 1998	1814 2067	1910 2182
GUARD III LICENSING ASSISTANT	1714	1786	1851	1927		1739	1832
LICENSING INVESTIGATOR I	1472 1714	1523 1786	1576 1851	1630 1927	1683 1998	2067	2182
LICENSING INVESTIGATOR I	1964	2049	2135	2230	2315	2405	2544
LICENSING INVESTIGATOR III	2050	2146	2239	2331	2427	2517	2667
LICENSING INVESTIGATOR IV	2260	2368	2478	2582	2687	2796	2963
LIQUOR CONTROL SPECIAL AGENT I	1873	1952	2036	2118	2199	2283	2412
MOTORIST ASSISTANCE SPECIALIST	1472	1523	1576	1630	1683	1739	1832
PERSONAL PROPERTY WAREHOUSE	1714	1786	1851	1927	1998	2067	2182
EXAMINER	.,	1,00	1001	. , ,	. 3 3 0	200.	
PLANT & PESTICIDE SPECIALIST I	2050	2146	2239	2331	2427	2517	2667
PLANT & PESTICIDE SPECIALIST II	2260	2368	2478	2582	2687	2796	2963
PLUMBING INSPECTOR	2382	2498	2614	2732	2845	2958	3133
POLICE OFFICER I	2154	2254	2357	2455	2557	2660	2817
POLICE OFFICER II	2382	2498	2614	2732	2845	2958	3133

POLYGRAPH EXAMINER I	2382	2498	2614	2732	2845	2958	3133
POLYGRAPH EXAMINER II	2653	2787	2917	3056	3188	3318	3522
POLYGRAPH EXAMINER III	2962	3116	3269	3422	3580	3730	3962
PRODUCTS & STANDARDS INSPECTOR	1795	1871	1942	2022	2096	2175	2297
SECURITY OFFICER	1795	1871	1942	2022	2096	2175	2297
SECURITY OFFICER SERGEANT	1873	1952	2036	2118	2199	2283	2412
SEED ANALYST I	1714	1786	1851	1927	1998	2067	2182
SEED ANALYST II	1795	1871	1942	2022	2096	2175	2297
SITE SECURITY OFFICER	1523	1581	1637	1699	1754	1814	1910
TRUCK WEIGHING INSPECTOR	1581	1640	1704	1765	1831	1894	1992
VEHICLE EMISSIONS COMPLIANCE	1795	1871	1942	2022	2096	2175	2297
INSPECTOR							
VEHICLE TESTING COMPLIANCE	2050	2146	2239	2331	2427	2517	2667
OFFICER							
VEHICLE TESTING STATION INSPECTOR		1871	1942	2022	2096	2175	2297
VITAL RECORDS QUALITY CONTROL	1795	1871	1942	2022	2096	2175	2297
INSPECTOR							
WAREHOUSE CLAIMS SPECIALIST	2511	2639	2763	2890	3012	3139	3329
WAREHOUSE EXAMINER I	1795	1871	1942	2022	2096	2175	2297
WAREHOUSE EXAMINER II	2050	2146	2239	2331	2427	2517	2667
WAREHOUSE EXAMINER III	2260	2368	2478	2582	2687	2796	2963
WELL INSPECTOR I	1964	2049	2135	2230	2315	2405	2544
WELL INSPECTOR II	2260	2368	2478	2582	2687	2796	2963

Section 310. TABLE Q RC-033 (Meat Inspector, ISEA)

Effective: January 1, 1993

	STEPS						
	1	2	3	4	5	6	7
MEAT AND POULTRY INSPECTOR TRAINEF	1642	1713	1775	1843	1908	1977	2086
MEAT AND POULTRY INSPECTOR	1873	1952	2036	2118	2199	2283	2412

Section 310. TABLE R RC-042 (Residual Maintenance Workers, AFSCME)

	STEPS						
	1	2	3	4	5	6	7
BUILDING/GROUNDS LABORER	1614	1646	1679	1715	1752	1785	1853
BUILDING/GROUNDS LEAD I	1800	1848	1889	1938	1985	2033	2124
BUILDING/GROUNDS LEAD II	1948	2008	2063	2125	2184	2243	2341
BUILDING/GROUNDS MAINTENANCE	1755	1800	1842	1886	1930	1975	2057
WORKER							
INTERMITTENT LABORER	9.89	10.09	10.29	10.51	10.74	10.94	11.36
(MAINTENANCE)							
RACE TRACK MAINTAINER I	1787	1853	1922	1989	2053	2123	2271
RACE TRACK MAINTAINER II	2018	2097	2181	2261	2342	2428	2558
REFRIGERATION & AIR CONDITIONING	2045	2133	2216	2311	2398	2487	2625
REPAIRER							

Section 310. TABLE S HR-012 (Fair Employment Practices Employees, SEIU)

Effective: January 1, 1993

	STEPS						
	1	2	3	4	5	6	7
ACCOUNT TECHNICIAN I	1581	1640	1704	1765	1831	1894	1992
ACCOUNT TECHNICIAN II	1714	1786	1851	1927	1998	2067	2182
DATA PROCESSING ASSISTANT	1472	1523	1576	1630	1683	1739	1832
DATA PROCESSING OPERATOR	1332	1378	1422	1463	1511	1553	1633
DATA PROCESSING OPERATOR TRAINEE	1261	1295	1332	1377	1416	1455	1523
HUMAN RIGHTS INVESTIGATOR I	1964	2049	2135	2230	2315	2405	2544
HUMAN RIGHTS INVESTIGATOR II	2154	2254	2357	2455	2557	2660	2817
HUMAN RIGHTS INVESTIGATOR III	2260	2368	2478	2582	2687	2796	2963
HUMAN RIGHTS SPECIALIST I	1964	2049	2135	2230	2315	2405	2544
HUMAN RIGHTS SPECIALIST II	2154	2254	2357	2455	2557	2660	2817
OFFICE AIDE	1261	1295	1332	1377	1416	1455	1523
OFFICE ASSISTANT	1424	1472	1520	1571	1621	1673	1758
OFFICE ASSOCIATE	1523	1581	1637	1699	1754	1814	1910
OFFICE CLERK	1332	1378	1422	1463	1511	1553	1633
OFFICE COORDINATOR	1581	1640	1704	1765	1831	1894	1992
TECHNICAL ADVISOR II	2382	2498	2614	2732	2845	2958	3133
TECHNICAL ADVISOR III	2802	2946	3089	3231	3379	3519	3738

Section 310. TABLE T HR-010 (Teachers of Deaf, IFT)

ACADEMIC YEAR SCHEDULE EFFECTIVE JANUARY 1, 1993

LANE	EDUCATIONAL LEVEL	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
1	BA	19,709	20,855	21,982	23,103	24,290	25,420	27,892
2	BA + 8 Hours	20,358	21,495	22,682	23,864	25,093	26,285	28,805
3	BA + 16 Hours	20,923	22,160	23,404	24,630	25,812	27,116	29,739
4	BA + 24 Hours	21,513	22,804	24,094	25,381	26,693	27,972	30,700
5	MA	22,168	23,468	24,786	26,131	27,493	28,796	31,612
6	MA + 16 Hours	22,698	24,007	25,334	26,688	28,058	29,366	32,224
7	MA + 32 Hours	23,388	24,702	26,043	27,407	28,786	30,105	33,011

Effective: School Year 1991-1992

CLASSIFICATION I

High School Head Coaches: Volleyball (1) Football (1)	\$1,898 1,898
Wrestling (1) Basketball - Boys (1) Basketball - Girls (1)	1,898 1,898 1,898
Other Activities: Senior Class Sponsors (2) Junior Class Sponsors (2)	\$1,898 1,898
CLASSIFICATION II	
High School Head Coaches: Track - Boys (1) Track - Girls (1)	\$1,198 1,198
High School Assistant Coaches:	4
Volleyball (1) Football (2)	\$1,198 1,198
Wrestling (1)	1,198
Basketball - Boys (1) Basketball - Girls (1)	1,198 1,198
Junior High Head Coaches:	
Basketball (2)	\$1,198
Wrestling (1) Volleyball (1)	1,198 1,198
Track - Boys (1)	1,198
Track - Girls (1)	1,198
Cheerleader Sponsors: High School Basketball & Football (2)	\$1,198
CLASSIFICATION III	
High School Assistant Coaches:	
Track - Boys (1) Track - Girls (1)	\$754 754
Cheerleader Sponsors:	
Junior High Basketball (2)	\$754
Junior High Assistant Coaches:	
Volleyball (1) Wrestling (1)	\$7 <i>5</i> 4 7 <i>5</i> 4
Track - Boys (1)	754 754
Track - Girls (1)	754

CLASSIFICATION IV

Other Activities:	
G.A.L.S. (2)	\$572
Junior Nad (2)	572
4-H Club (2)	572
Vocational Club (2)	572
Creative Club (2)	572
Dance Club (2)	572

CLASSIFICATION V

Other Activities:	
Student Council (1)	\$442
Public Speaking (2)	\$44 2 44 2
ABC Reading (1)	442
Illinois Advance (4)	442
Interpreters (4)	442
Special Olympics (1)	442
Brownies (1)	442
Cub Scouts (1)	442
Girl Scouts (1)	442
Boy Scouts (1)	442

SCOREKEEPERS AND TIMERS:

Basketball, Football and Wrestling	\$27 per event
Volleyball	\$22 per event
Ticket Sellers and Takers	\$17 per event

Section 310. TABLE V CU-500 (Corrections Meet and Confer Employees)

			、 S	TEP	S		
	1	2	3	4	5	6	7
COMMISSARY MANAGER II	1523	1581	1637	1699	1754	1814	1910
CORRECTIONAL LIEUTENANT	2260	2368	2478	2582	2687	2796	2963
CORRECTIONS CLERK III	2154	2254	2357	2455	2557	2660	2817
CORRECTIONS FOOD SUPERVISOR III	2382	2498	2614	2732	2845	2958	3133
CORRECTIONS IDENTIFICATION	2260	2368	2478	2582	2687	2796	2963
SUPERVISOR							
CORRECTIONS INDUSTRY SUPERVISOR	2382	2498	2614	2732	2845	2958	3133
CORRECTIONAL LAUNDRY MANAGER II	2260	2368	2478	2582	2687	2796	2963
CORRECTIONS MAINTENANCE	2154	2254	2357	2455	2557	2660	2817
SUPERVISOR		/			~- <u>`</u> -	0660	
CORRECTIONS RESIDENCE	2154	2254	2357	2455	2557	2660	2817
COUNSELOR II	0000	0/00	061/	0700	00/5	0050	01.00
CORRECTIONS SUPPLY SUPERVISOR III		2498	2614	2732	2845	2958	3133
PROPERTY AND SUPPLY CLERK III	1523	1581	1637	1699	1754	1814	1910
STOREKEEPER III	1873	1952	2036	2118	2199	2283	2412
YOUTH SUPERVISOR IV	2260	2368	2478	2582	2687	2796	2963

Section 310. TABLE W RC-062 (Technical Employees, AFSCME)

Salary Grade	Minimum Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Maximum Step 7
62- 8	1523	1581	1637	1699	1754	1814	1910
62- 9	1581	1640	1704	1765	1831	1894	1992
62-10	1642	1713	1775	1843	1908	1977	2086
62-11	1714	1786	1851	1927	1998	2067	2182
62-12	1795	1871	1942	2022	2096	2175	2297
62-13	1873	1952	2036	2118	2199	2283	2412
62-14	1964	2049	2135	2230	2315	2405	2544
62-15	2050	2146	2239	2331	2427	2517	2667
62-16	2154	2254	2357	2455	2557	2660	2817
62-17	2260	2368	2478	2582	2687	2796	2963
62-18	2382	2498	2614	2732	2845	2958	3133
62-19	2511	2639	2763	2890	3012	3139	3329
62-20	2653	2787	2917	3056	3188	3318	3522
62-21	2802	2946	3089	3231	3379	3519	3738
62-22	2962	3116	3269	3422	3580	3730	3962
62-23	3142	3309	3477	3642	3810	3976	4226
62-24	3344	3521	3704	3883	4062	4245	4512

Section 310. TABLE X RC-063 (Professional Employees, AFSCME)

Effective: January 1, 1993

Salary Grade	Minimum Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Maximum Step 7
63-13	1873	1952	2036	2118	2199	2283	2412
63-14	1964	2049	2135	2230	2315	2405	2544
63-15	2050	2146	2239	2331	2427	2517	2667
63-16	2154	2254	2357	2455	2557	2660	2817
63-17	2260	2368	2478	2582	2687	2796	2963
63-18	2382	2498	2614	2732	2845	2958	3133
63-19	2511	2639	2763	2890	3012	3139	3329
63-20	2653	2787	2917	3056	3188	3318	3522
63-21	2802	2946	3089	3231	3379	3519	3738
63-22	2962	3116	3269	3422	3580	3730	3962
63-23	3142	3309	3477	3642	3810	3976	4226

Section 310. TABLE Y RC-063 (Educators, AFSCME)

LANE	EDUCATIONAL LEVEL	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
1	BA	2245	2350	2454	2566	2699	2825	3064
2	BA + 8 Hours	2306	2411	2520	2651	2789	2920	3166
3	BA + 16 Hours	2359	2472	2600	2737	2868	3013	3269
4	BA + 32 Hours	2414	2535	2678	2819	2966	3108	3376
5	MA	2476	2607	2754	2903	3055	3200	3477
6	MA + 16 Hours	2521	2667	2814	2965	3118	3263	3546
7	MA + 32 Hours	2599	2745	2894	3046	3198	3345	3633

Section 310. TABLE Z RC-063 (Physicians, AFSCME)

			STE	P S		
	1	2	3	4	5	6
PHYSICIAN	5,146	5,441	5,739	6,035	6,333	6,629
PHYSICIAN SPECIALIST, OPTION A				6,452		
PHYSICIAN SPECIALIST, OPTION B	5,937	6,292	6,649	7,006	7,361	7,718
PHYSICIAN SPECIALIST, OPTION C				7,817		
PHYSICIAN SPECIALIST, OPTION D	7,422	7,817	8,212	8,609	9,005	9,400

Section 310. Appendix B Schedule of Salary Grades -- Monthly and Annual Rates of Pay Effective January 1, 1993

Grade	Minimum Step 1	Sten 2	Stan 3	Step 4	Step 5	Step 6	Maximum Step 7
OLAUE	Step I	Step 2	Step 3	Step 4	step 3	scep o	Step 7
1	1,223 14,676	1,261 15,132	1,295 15,540	1,332 15,984	1,375 16,500	1,411 16,932	
2	1,261 15,132	1,295 15,540	1,332 15,984	1,377 16,524	1,416 16,992	1,455 17,460	
3	1,295 15,540	1,332 15,984	1,378 16,536	1,419 17,028	1,459 17,508	1,501 18,012	
4	1,332 15,984	1,378 16,536	1,422 17,064	1,463 17,556	1,511 18,132	1,553 18,636	•
5	1,378 16,536	1,424 17,088	1,471 17,652	1,518 18,216	1,563 18,756	1,609 19,308	
6	1,424 17,088	1,472 17,664	1,520 18,240	1,571 18,852	1,621 19,452	1,673 20,076	
7	1,472 17,664	1,523 18,276	1,576 18,912	1,630 19,560	1,683 20,196	1,739 20,868	
8	1,523 18,276	1,581 18,972	1,637 19,644	1,699 20,388	1,754 21,048	1,81 ² 21,768	•
9	1,581 18,972	1,640 19,680	1,704 20,448	1,765 21,180	1,831 21,972	1,894 22,728	
10	1,642 19,704	1,713 20,556	1,775 21,300	1,843 22,116	1,908 22,896	23,724	
11	1,714 20,568	1,786 21,432	1,851 22,212	1,927 23,124	1,998 23,976	2,067 24,804	
12	1,795 21,540	1,871 22,452	1,942 23,304	2,022 24,264	2,096 25,152	2,175 26,100	

13	1,873	1,952	2,036	2,118	2,199	2,283	2,412
	22,476	23,424	24,432	25,416	26,388	27,396	28,944
14	1,964	2,049	2,135	2,230	2,315	2,405	2,544
	23,568	24,588	25,620	26,760	27,780	28,860	30,528
15	2,050	2,146	2,239	2,331	2,427	2,517	2,667
	24,600	25,752	26,868	27,972	29,124	30,204	32,004
16	2,154	2,254	2,357	2,455	2,557	2,660	2,817
	25,848	27,048	28,284	29,460	30,684	31,920	33,804
17	2,260	2,368	2,478	2,582	2,687	2,796	2,963
	27,120	28,416	29,736	30,984	32,244	33,552	35,556
18	2,382	2,498	2,614	2,732	2,845	2,958	3,133
	28,584	29,976	31,368	32,784	34,140	35,496	37,596
19	2,511	2,639	2,763	2,890	3,012	3,139	3,329
	30,132	31,668	33,156	34,680	36,144	37,668	39,948
20	2,653	2,787	2,917	3,056	3,188	3,318	3,522
	31,836	33,444	35,004	36,672	38,256	39,816	42,264
21	2,802	2,946	3,089	3,231	3,379	3,519	3,738
	33,624	35,352	37,068	38,772	40,548	42,228	44,856
22	2,962	3,116	3,269	3,422	3,580	3,730	3,962
	35,544	37,392	39,228	41,064	42,960	44,760	47,544
23	3,142	3,309	3,477	3,642	3,810	3,976	4,226
	37,704	39,708	41,724	43,704	45,720	47,712	50,712

Section 310. Appendix C - Physician Administrator Rates and Medical Facilties Administrator Rates for Fiscal Year 1993

<u>Title</u>	Minimum	Midpoint	Maximum
	Salary	<u>Salary</u>	<u>Salary</u>
Medical Administrator I,	6,204	7,458	8,712
Option C	74,448	89,496	104,544
Medical Administrator I, Option D	6,928	8,214	9,500
	83,136	98,568	114,000
Medical Administrator II,	6,704	7,978	9,252
Option C	80,448	95,736	111,024
Medical Administrator II,	7,699	9,023	10,347
Option D	92,388	108,276	124,164

(Section 310. Appendix C)

Medical Administrator III	7,971	9,426	10,881
	95,652	113,112	130,572
Medical Administrator IV	8,101	9,555	11,009
	97,212	114,660	132,108
Medical Administrator V	8,231	9,685	11,139
	98,772	116,220	133,668

The rates of pay for physicians occupying or appointed to a position in the Medical Administrator classes shall be as listed in the above schedule. All provisions of Subpart C of the Pay Plan, Merit Compensation System will apply to the Medical Administrator positions.

Section 310. Appendix D - Merit Compensation System Salary Schedule for Fiscal Year 1993

Salary	Minimum	Midpoint	Maximum	Merit Pay
<u>Range</u>	<u>Salary</u>	<u>Salary</u>	<u>Salary</u>	Zone Limit
MC 1	1,643	2,094	2,545	2,671
	19,716	25,128	30,540	32,052
MC 2	1,714	2,200	2,686	2,819
	20,568	26,400	32,232	33,828
MC 3	1,796	2,327	2,858	2,999
	21,552	27,924	34,296	35,988
MC 4	1,878	2,435	2,992	3,141
	22,536	29,220	35,904	37,692
MC 5	1,971	2,576	3,181	3,340
	23,652	30,912	38,172	40,080
MC 6	2,070	2,707	3,344	3,510
	24,840	32,484	40,128	42,120
MC 7	2,181	2,871	3,561	3,738
	26,172	34,452	42,732	44,856
MC 8	2,298	3,044	3,790	3,979
	27,576	36,528	45,480	47,748
MC 9	2,429	3,213	3,997	4,195
	29,148	38,556	47,964	50,340
MC 10	2,566	3,422	4,278	4,492
	30,792	41,064	51,336	53,904

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MC 11	2,710	3,631	4,552	4,779
	32,520	43,572	54,624	57,348
MC 12	2,878	3,874	4,870	5,114
	34,536	46,488	58,440	61,368
MC 13	3,072	4,141	5,210	5,471
	36,864	49,692	62,520	65,652
MC 14	3,286	4,446	5,606	5,886
	39,432	53,352	67,272	70,632
MC 15	3,528	4,767	6,006	6,306
	42,336	57,204	72,072	75,672
MC 16	3,776	5,121	6,466	6,789
	45,312	61,452	77,592	81,468
MC 17	4,075	5,528	6,981	7,330
	48,900	66,336	83,772	87,960
MC 18	4,392	5,775	7,158	7,516
	52,704	69,300	85,896	90,192
MC 19	4,744	6,034	7,324	7,690
	56,928	72,408	87,888	92,280



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